

# Victorian Association of State Secondary Principals

## Annual General Meeting 2024

*32nd Annual Report*



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Clarify-ed



## VASSP 2024 Annual General Meeting & Leadership Seminar

Friday 8<sup>th</sup> November – 9:00 am – 2:30 pm – 1 Pentridge Blvd., Coburg, 3058

<b>9:00 am – 9:05 am</b>	President's Welcome
<b>9:05 am – 9:15 am</b>	Annual General Meeting – President's Report
<b>9:15 am – 9:20 am</b>	Treasurer's Report
<b>9:20 am – 9:40 am</b>	Life Membership
<b>9:40 am – 9:50 am</b>	Business Partner Presentation: Atomi
<b>9:50 am – 10:40 am</b>	Keynote: Dr Jordana Hunter, Grattan Institute
<b>10:40 am – 11:10 am</b>	Morning Tea
<b>11:10 am – 11:20 am</b>	Business Partner Presentation: Compass
<b>11:20 am – 12:55 pm</b>	Meg Durham, Wellbeing Speaker & Educator. Presentation – Thrive By Design: a Proactive Approach to Wellbeing
<b>12:55 pm – 1:00 pm</b>	Introducing Business Partner: Clarify-ed
<b>1:00 pm – 1:10pm</b>	Celebrating retiring VASSP members
<b>END 1:15pm</b>	Colin Axup, VASSP President closing remarks

## About VASSP

The Victorian Association of State Secondary Principals (VASSP) is the peak professional association for principals and assistant principals of government secondary education in the Australian state of Victoria. With antecedents dating back to the Victorian High Schools Headmasters' Association, established in 1949, VASSP has a proud history of service to members and a strong commitment to public education.

As a professional association, VASSP is an incorporated body under the Associations Incorporation Reform Act 2012. Advocacy, Learning and Support are the three pillars that stand at the core of the Association's work for and on behalf of members.

## Purpose

**The purpose of the Association is to improve educational outcomes for government school students by:**

- Enhancing the capacity of school leaders (principals, assistant principals and aspirants) to deliver quality education.
- Providing high quality professional services and support to school leaders.
- Providing high quality and relevant professional learning for school leaders.
- Advocating for education on behalf of government school leaders at state, federal and international levels.
- Persuading and influencing key stakeholders in the pursuit of educational excellence.

# THE VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS

## SUPPORTING PRINCIPALS AND PUBLIC EDUCATION

### MISSION

*Principalship presents a distinct leadership paradigm. While undeniably impactful and rewarding, this community-driven role demands navigation of complexities along with significant responsibilities; at times leading to feelings of isolation.*

*VASSP recognises the inherent value and challenges embedded in the profession and the individual leadership journey undertaken by each member.*

*Comprised of experienced state secondary school principals, VASSP understands the intricacies leaders face. We act as your trusted resource, influencing educational policy and practice while amplifying your voice on critical issues.*

***We are principals, for principals.***



### VASSP PILLARS

#### ADVOCACY AND INFLUENCE

The power of our collective voice to shape the educational landscape for the benefit of public education.

#### SUPPORT AND CARE

For principals to thrive, they need a strong and supportive community of peers who understand the complexities of their role

#### LEARNING AND GROWTH

Support members to grow professionally and personally at all stages of their school leadership.

## Strategic Intent

### **VASSP will effectively support members to grow professionally and personally at all stages of their school leadership by:**

- Providing professional and personal support, advice and information for members.
- Facilitating and encouraging the professional growth of members and their leadership teams.
- Providing opportunities for collegiality and sharing of professional practice.
- Recruiting and inducting new members.

### **VASSP will effectively represent members in DET decision-making, policy development and implementation by:**

- Consulting with and engaging members.
- Being accessible to all members.
- Ensuring the opportunity for involvement and commitment of members in policy development.
- Providing open communication between members and Committee/Executive.
- Influencing DET and Government policy development and implementation.

### **VASSP will be an effective advocate for public education and the principalship (principals, assistant principals, and leadership aspirants) by:**

- Actively celebrating and promoting public education at state, national and international levels.
- Proudly and actively promoting the principalship and school leadership as a dynamic, proactive and inclusive professional association.
- Having a strong public voice in educational debate in Victoria.
- Proactively providing educational/leadership models, strategies and policies based on research and educational practice.
- Developing partnerships and alliances with community, state, national and international stakeholders.

## Executive Governance – 2024

The affairs of the association are delegated to the Executive comprising the following office bearers: President, Deputy President, Vice President (Principal), Vice President (Assistant Principal) and Treasurer. These positions are elected by Full Members of the Association. Office bearers are elected for a two-year period with the exception of the position of President which may be for a period of up to four years. The Executive also comprises four representatives from the State Committee, elected by the State Committee for a period of two years. The Executive has met on eight occasions since the 2022 Annual General Meeting.

### VASSP Executive Committee 2024

President	Colin Axup	VASSP Office, Unit 2/13-21 Vale Street, North Melbourne, VIC 3051	(03) 9320 7100 or 0418 566 880 caxup@vassp.org.au
Deputy President	Belind Hudak Principal	Mildura Senior College	(03) 5021 2911 belinda.hudak@education.vic.gov.au
Vice President -Principal Representative	Tim Blunt Principal	Principal - Sunshine College	(03) 8311 5200 tim.blunt@education.vic.gov.au
Vice President- Assistant Principal Representative	Brad Headlam Assistant Principal	North Geelong Secondary College	(03) 5240 5807 Bradley.Headlam@education.vic.gov.au
Treasurer	George Porter Principal	Bannockburn P-12 College	(03) 5281 1755 george.porter@education.vic.gov.au

### General Representatives

Ellie McDougall Principal	Ararat Secondary College	(03) 5352 4177 ellie.mcdougall@education.vic.gov.au
Richelle Hollis Principal	Eaglehawk Secondary College	(03) 5446 8099 Richelle.Hollis@education.vic.gov.au
Jill English Principal	Strathmore Secondary College	(03) 9379 7999 Jillian.English@education.vic.gov.au
Ian Macleod Principal	Mount Waverley Secondary College	(03) 9803 6811 Ian.Macleod@education.vic.gov.au

## VASSP State Committee 2024

Office bearers		
Colin Axup	Suzanne Cory High School	President
Belinda Hudak	Mildura Senior College	Deputy President
Tim Blunt	Sunshine College	Vice President – Principal
Brad Headlam	North Geelong Secondary College	Vice President – Assistant Principal
George Porter	Bannockburn P-12 College	Treasurer
General & Regional Group Representatives		
Stephen Fields	Ballarat High School	Ballarat Representative
Steve MacPhail	Daylesford Secondary College	Ballarat Representative
Jill Laughlin	Camberwell High School	Eastern Metro President
Scott Diamond	Northern Bay P-12 College	Geelong President
Brad Headlam	North Geelong Secondary College	Geelong Representative
Ian Macleod	Mount Waverley Secondary College	General Representative
Veronica Hoy	Gladstone Park Secondary College	General Representative
Amy Porter	Sandringham Secondary College	General Representative
David Russell	Parkdale Secondary College	General Representative
Debra Gibson	Doveton College	General Representative
Joanne Cucchiara	Fountain Gate Secondary College	General Representative
Brendan Staple	Sale College	Gippsland President
Robert Boucher	Swifts Creek P-12 School	Gippsland Representative
Ellie McDougall	Ararat College	Grampians President
Bec Carter	Murtoa Secondary College	Grampians Representative
Timothy Hall	Mansfield Secondary College	Hume Representative
Andrew Monson	Rubicon Outdoor School	Hume Representative
Dale Pearce	Bendigo Senior Secondary College	Loddon Campaspe President
Richelle Hollis	Eaglehawk 7-10 Secondary College	Loddon Campaspe Representative
Tamy Stubley	Melbourne Girls College	Northern Metro President
Lea Volpe	Reservoir High School	Northern Metro Representative
Linda Brown	Mentone Girls College	Southern Metro President
Sue Harrap	Mac Robertsons Girls High School	Southern Metro Representative
Warwick Price	Baimbridge College	SWAPPP President
Kelly Webster	Heywood & District Secondary College	SWAPP Representative
Tim Blunt	Sunshine College	Western Metro President
Jillian English	Strathmore Secondary College	Western Metro Representative

## Regional Groups

Members of the Association belong to regional groups. Some regions may have two such groups due to their geographic location. These groups meet regularly.



Group	Field Officer	Region	President
<b>Ballarat</b>	John Richmond	SWVR	Steve MacPhail - Daylesford SC
<b>West Grampians/Wimmera</b>	John Richmond	SWVR	Ellie McDougall - Ararat College
<b>Mallee</b>	John Richmond	NWVR	Belinda Hudak - Mildura Senior College
<b>Loddon Campaspe</b>	John Richmond	NWVR	Dale Pearce - Bendigo Senior SC
<b>Hume</b>	Sue Peddlesden	NEVR	Tim Hall - Mansfield SC
<b>Eastern Metro</b>	Sue Peddlesden	NEVR	Jill Laughlin - Camberwell HS
<b>Southern Metro</b>	Sue Peddlesden	SEVR	Linda Brown - Mentone Girls College
<b>SWAPPP/Warrnambool</b>	Garry Schultz	SWVR	Warwick Price - Baimbridge College
<b>Geelong</b>	Garry Schultz	SWVR	Scott Diamond - Northern Bay P-12 college
<b>Western Metro</b>	Garry Schultz	SWVR	Tim Blunt - Sunshine College
<b>Northern Metro</b>	Deb Gentle	NWVR	Tamy Stublely - Melbourne Girls College
<b>Gippsland</b>	Deb Gentle	SEVR	Brendan Staple - Sale College





# VASSP AGM Agenda 2024

9.00 am Friday 8 November 2024, 1 Pentridge Blvd., Coburg, 3058

<p>9:05am -9:15am</p>	<p>1. <b>Previous Minutes</b> -Pages 21-24 That the minutes of the previous AGM held on Friday 20 October at Moonee Valley be accepted as true and accurate record.</p> <p><b>Moved:</b>                         <b>Seconded:</b>                         <b>Motioned:</b></p>
<p>9:05 -9:15am</p>	<p>2. <b>President's Report</b> -Election Results</p> <p>That the President's Report be accepted including the results of the VASSP Executive Board and State Committee Elections 2025 -2027</p> <p><b>Moved:</b>                         <b>Seconded:</b>                         <b>Motioned:</b></p>
<p>9:15 – 9:20am</p>	<p>3. <b>Treasurer's Report</b> That the Treasurer's Report, including the audited Financial Report for the Year Ended June 2024 be accepted.</p> <p><b>Moved:</b>                         <b>Seconded:</b>                         <b>Motioned:</b></p> <p>That Stannards Accountants and Advisors Pty Ltd be engaged to conduct the financial audit for the 2024/2025</p> <p><b>Moved:</b>                         <b>Seconded:</b>                         <b>Motioned:</b></p>
<p>9:20 – 9:40am</p>	<p>4. <b>Life Membership</b></p>
<p>9:40am</p>	<p>5. That the minutes of the AGM held on Friday 8 November 2024 be accepted as a true and accurate record.</p> <p><b>Moved:</b>                         <b>Seconded:</b>                         <b>Motioned:</b></p>

## President's Report

This year has, once again, provided challenges aplenty for both the Association and its members. This report will endeavour to be positive; however, reading through last year's report is a reminder that much is still the same. I concluded last year's report with a quotation from the German philosopher Georg Hegel; "nothing great in the world has ever been achieved without passion." This year has required us all to dig deep into our passion for education to meet the challenges we have faced. Please accept the following as the 2024 President's report for the Victorian Association of State Secondary Principals.

We concluded last year with a new minister; the Hon Ben Carroll, who is also Deputy Premier. Our ability to influence the system followed from the final State Committee meeting of the year when the capital works threshold was finally revised. This engagement from the minister augured well for this year and the minister has continued to positively engage with the Association.

Working closely with our fellow principal focused associations, namely the VPA, PASS, CEP and APF, we continued the positive work of our Principals' Summit to continue to advocate for the role of the principal and to reduce the seemingly insurmountable workload of the principal class. The announcement of the Independent Review into Administration and Compliance in schools has elevated the collective voices of the principal class. We have engaged with the reviewer, Katie Roberts-Hull, from the beginning and will continue to do so until the release of the report. This should provide us with a once in a generation chance to influence the necessary changes to ensure the sustainability of the principal class.

The impact of workload on the principal class should not be underestimated. Not only is there a staffing shortage, but there is, arguably, a potential shortage of people willing to become principals in the current environment. This was the key reason for the conference theme; *Leadership Longevity: Sustaining High Performing Leaders*. With attendance numbers reaching a new high, a wonderful new venue and a thoughtfully curated program, the event

was a powerful reminder of the power of coming together to share knowledge, strategies and support.

We continue to argue, as we did last year, that we need to have an open discussion about the role of schools and therefore the role of the principal. Schools remain fundamentally structured along the same lines as the previous century. We have one of the longest school days and one of the longest school years amongst OECD countries; however, data would suggest that this does not automatically translate into improved outcomes. Also, the staffing crisis is a crisis of staffing schools in their current structure. Now is the time to discuss the role of schools in society and the expectations of schools. The flow on effect is that we can determine what the best staffing profile is for schools and then we can solve the staffing crisis. The need to rethink education is a topic of increasing interest amongst educators; for example, the Australian Council for Educational Leadership national conference this year was themed; *Reimagining Education: A future beyond boundaries*.

The Association continues to be engaged in a wide variety of reference groups and meetings with the Department of Education. As a key stakeholder, these various meetings enable us to prosecute your viewpoint with Department staff. Hundreds of hours have been spent both online, and increasingly face to face, with groups as diverse as HR Stakeholders, Complaints Management, Disability Inclusion, Senior Secondary Reform and the Victorian Academy. We are, and continue to be an important voice, informing the Department and commenting on their proposals. While the advice we provide is not necessarily accepted in full, our advice can have the effect of removing ideas that would simply be impractical to implement. The information we receive from the members is used to provide evidence to support the advice we proffer. The staffing surveys we have conducted each term have collected invaluable data to support our discussions. Developing positive working relationships with the key members of the Department remains one of our most important functions.

Along with the regular monthly meetings from the different divisions of the Department, the quarterly meetings with the Minister, Secretary and Deputy

Secretaries are an opportunity to convey our ideas and concerns to the decision makers in education. Our opinion is actively listened to, and this is one of the reasons why the Association continues to be able to influence the Department. This was particularly the case with the School Saving Bonus.

One role that is important to the profession is responding to media requests. There is always the consideration of whether it is in our collective best interests to engage with the media; however, it is important that as an association representing the profession, that our voice is heard. Topics have all too often focused on staff shortages and the impact of those shortages, but topics have also included the VCE and uniforms. The aim is to always be positive and to attempt to hold the media to account by giving them positive stories and move them away from criticising teachers and schools; a default position for too many in the media.

VASSP regional meetings are essential to the Association being able to effectively engage with the Department. At these meetings I am able to catalogue your concerns and note examples which enables me to more effectively argue our position on major issues. With the majority of regional groups moving to face to face meetings, it has enabled me to directly meet many of our members. However, I also acknowledge the efficacy of online meetings, and they have assisted me when I have had clashes, when staffing is a daily issue often requiring the principal class to be in the classroom an inordinate amount of the time. There has also been an increase in the number of Department staff presenting at regional meetings and we encourage this to continue in 2025. I would like to thank the Regional Group Presidents and their committees for organising the meetings and keeping people connected.

After over ten years' absence, VASSP, along with our counterparts the NSW Secondary Principals' Council, rejoined the Australian Secondary Principals Association (ASPA). This has given us a voice at the national table and enabled us to influence the national conversation on education. Working with our counterparts from around the country has also reminded us that we are not alone in facing the many challenges that assail our schools.

Our major events, the SGM and Leadership Seminar, the State Conference, AGM and Assistant Principal Seminar are vital for the health of the Association. We recognise that it has been incredibly difficult to be out of your school with the staff shortages and we thank you for privileging your Professional Learning and attending these events, often with members of your leadership team.

The Association continues to provide outstanding professional development; both face to face and online. Our Chief Operating Officer (formerly Executive Officer) continues to curate a Professional Learning program for members and non-members. And 2024 will see further work to expand offerings for professional learning to support principals as well as to help them learn.

The members of your Executive 2023–2025, Belinda Hudak, Rob Pyers, Tim Blunt, George Porter, Paul Broecker, Richelle Hollis, Ellie McDougall, Ian Macleod, Jill English and Brad Headlam have provided sage advice throughout the year and I would like to thank them for their work throughout the year.

State Committee has continued to be an important component of the Association. These meetings have seen the majority of the deputy secretaries and a significant number of executive directors present and take questions. Meeting in person, State Committee have continued to provide valuable input into the discussions most relevant to our members. They have also asked the many presenters from the Department the difficult questions.

The Field Officers and Project Services have continued to be busy throughout the year. Deb Gentle, Sue Peddlesden, Garry Schultz, John Richmond, and Ian Wallis continued to be an invaluable resource for our members and provide a point of contact outside the hierarchy of the Department. Rod Williamson has been very successful in the role as our MPB specialist. I would also like to thank our staff, Chelsea Quake, Kim Cant, Breanna Dooley–Axup and Molly Adams for their efforts in ensuring the ongoing success of the Association.

Amy Rashid, who started the year as the Executive Officer and finished the year as

the Chief Operating Officer, has continued to an amazing job. The success of the Association over the past twelve months is primarily due to her work. Amy will lead the further modernisation of the Association with both a strategic review and the rewriting of the rules of the Association. She is very much the backbone (and the brains) of the Association.

Finally, it is both an honour and a privilege to be the president of the Association. I am constantly in awe of the work the members of the principal class do to ensure that our students receive the best education possible. In the words of American businessman Gary Hamel, "a noble purpose inspires sacrifice, stimulates innovation and encourages perseverance." Our students and schools are a noble purpose and your sacrifice is recognised by your Association.

**Colin Axup**

VASSP President

# Treasurer's Report

## *Financial Report for the Year Ended 30 June 2024*

The Financial Report for Year Ended 30 June 2024 accompanies this Treasurer's Report. This Report has been prepared by Stannards Accountants and Advisors Pty Ltd. The financial statements have been compiled in accordance with Australian Accounting Standards, the Associations Incorporation Reform Act 2012, the Australian Charities and Not-for-profit Act 2012, and the Australian Charities and Not-for-profit Commission Regulations 2013. The Report includes the following information.

### **1. Executive Report**

- Signed by the President, Colin Axup and Treasurer, George Porter

### **2. Auditor's Independent Declaration**

### **3. Statement of Comprehensive Income**

- The Statement of Comprehensive Income for the year ended 30th June 2024 shows a Total Comprehensive Income of \$96,600.

### **4. Statement of Financial Position**

- Total Equity is \$3,743,890 compared to the previous year at \$3,647,291.

### **5. Statement of Changes in Equity**

- The balance in Retained Earnings is \$2,142,668 and Reserves is \$1,601,222.
- The Total is \$3,743,890.

### **6. Statement of Cash Flows**

- Net Increase in cash held is -\$13,095
- Cash at the Beginning of the Financial Year \$973,491.
- Cash at the End of the Financial Year is \$960,396.

## **7. Notes to the Financial Statements**

- Explanatory statements are footnoted throughout the Report.

## **8. Statement of certification by Colin Axup, President and George Porter, Treasurer**

## **9. Independent Audit Report to Members of the Victorian Association of State Secondary Principals**

## **10. Detailed Statement of Profit or Loss**

- Total Revenue at \$1,363,790.
- Total Expenditure at \$1,267,190.
- Total Comprehensive Income is \$96,600.

## **Motions**

### **1. Motion 1**

- That the Treasurer's Report including the audited Financial Report for Year Ended 30 June 2024, as tabled, be accepted.

### **2. Motion 2**

- That Standards Accountants and Advisors Pty Ltd be engaged to prepare the audited Financial Report for the 2023/2024 financial year.

**George Porter**

*Treasurer*

## **Any Other Business**



## Field Officers' Report

VASSP is an association of education leaders which supports fellow members with independent advice, advocacy and collegiality. As the CEOs of complex organisations Secondary School Principals operate at an executive level requiring exceptional leadership, organisational, human, financial and strategic management skills. Underpinning these skills is their deep understanding of the learning process and best teaching practice. Their motivation is not focused on KPIs or any monetary profit; but on the education and wellbeing of the young people in their charge. In a role that is unique and enormously challenging, VASSP provides collegial support away from the gaze of the DE.

As VASSP Field Officers we are a personalised and independent ear and opinion on a range of increasingly complex issues that may often differ from the 'one size fits all' approach offered by the Department (DE) and other organisations. We are experienced past principals from a range of geographic locations and school settings and are able to share practice from other schools and provide support on a range of issues. Importantly, although it is not a counselling service we provide a safe place to discuss concerns and work through the myriad of issues principals deal with every day while leading complex school settings.

In 2024 while our work continues to be quite varied, the impact of the ongoing teacher shortage has overshadowed the leadership work of principals across the state. In many schools the work of recruitment has become a yearlong priority. For rural and regional schools being short-staffed and relying on a slim pool of CRTs has become the norm. Schools in urban areas are reporting a constant churn of staff as teachers leave often being replaced with less experienced and sometimes less capable staff.

In our work we are provided with insights into the resourcefulness and creativity of our principals in dealing with the daily issues arising from the teacher shortage. We admire principals' resilience, while also acknowledging the negative impact on principals' wellbeing and the resultant increase in workload.

We are pleased members can enjoy the flexibility of in-person and online participation

in VASSP regional meetings. We have also observed that when members attend regional meetings in person, we gain a much more personalised approach and a nuanced understanding of the issues and how they affect individual schools. For example, the challenges of unrealistic timelines or complexities implemented by DE and on other occasions it can be the Area or Regions interpretation of DE policy and how that should be implemented.

On occasions Field Officers have been able to support principals in pushing back on some of this to ensure that the expectations are more realistic, and the work has a positive outcome. Whenever possible we advocate for the work of principals and ensure that they have a strong voice on how things could be done differently. As a team we meet regularly with Colin as the President, and Amy as the Executive Officer, to share perspectives and issues and how DE policy is being implemented in different regions, areas and networks; which can vary considerably.

### **Field Officer Support**

In summary, the major issues evident to us confronting all schools and school leaders in 2024 were:

- **Teacher shortage:** The impact on school leadership and student learning continues and is magnified in remote geographic locations and low SES schools.
- **Principal workload and accountabilities:** Field Officers providing support in this area can reduce stress and save principals' time.
- **Principal Health and Wellbeing:** support from Field Officers is confidential and we can offer a calm, empathetic sounding board. Please don't hesitate to call one of us at any time if you need support or are aware of someone who does.
- **Managing Staff Performance and Conduct:** Issues in this area appear to be increasing in schools. In some cases, DE support has not been timely.
- **Staff, Student and Parent conduct:** This continues to be a challenging area of concern for principals. The increasingly complex associated mental health issues in the community place considerable stress on the Principal and the Leadership Team.

- **Continued implementations of the VGSA:** Although there have been less issues in 2024 principals have sought advice in working with their Consultative Committees.
- **MPB:** We have been very successful at supporting principals in this process and achieving a positive outcome for them.
- **School Organisations:** We have provided objective advice to principals and their leadership teams regarding the Student Resource Package, School Leadership Structure, strategic planning and policy development, curriculum implementation and engaging and working with community.
- **Supporting and building leadership capacity:** This work will grow as more inexperienced teachers take on leadership roles.

The strength of VASSP is the pool of experience and knowledge that it can call upon from its Principal Class Members and the support that they provide to their colleagues and fellow VASSP Members. From our perspective nothing is too left field and more than likely someone will have experienced the issue before and may have a solution that fits. While we may never achieve a flawless system, the role of VASSP and our work as Field Officers will always be essential.

As Field Officers for VASSP we know we are privileged to work with passionate education leaders who inspire the confidence of their school communities and who continually strive to improve the educational opportunities for Victorian youth and thus equity in our society.

**Deb Gentle**

VASSP Field Officer

# Project Services Report

VASSP Project Services offers schools customised support programs delivered in schools to school principals and their various leadership teams. Services include professional learning programs on leadership development, on site individual and teams coaching, intensive scrutiny of workforce plans, advice on the management of finances and the SRP, assisting with school reviews and strategic planning, and any other programs for which principals require expert, intensive, onsite support.

Our costs are \$150 per hour plus travel at 84c per km, which still roughly equates to CRT costs, and our services continue to be accessed regularly.

I have been its Co-coordinator and am employed three days per week on salary by VASSP to deliver the bulk of this support, as well as to co-ordinate the program, and I call on our team of experienced former principals Ross Bevege, Marie Ghirardello, Rod Williamson, Vicki Forbes, Noel Claridge, Lyn Boyle, and Steve Boyle. In addition, all of our Field Officers also provide this service, but in doing so, they make it clear to principals when they deliver normal Field Services, which are free, and when they will be performing Project Services.

## ***Coaching***

Our coaching work in schools this year has been conducted either onsite or online through Teams or Webex. I have worked in 9 schools, Marie in 4, Ross in 5, Noel in 2, Rod in 5, Vicki in 1, Steve in 2 and Lyn in one. I also conducted the two-day Emerging Learning PL online on May 20 and at Committee on July 25.

We have again found online coaching conversations to be quite a workable and viable option. The sessions proceed according to all of the normal schedules, and they used the same GROWTH coaching framework. It does have considerable cost advantages to schools in country regions. It also has logistics advantages for metropolitan schools, where room location becomes an issue. And there are no travel costs! However, we have found that it is less viable in delivering PL, unless it is to small groups. Onsite delivery of PL is thus our preferred option.

After working as a VASSP Field Officer for 3 years, I then founded and have been coordinating Project Services for 19 years, I will be retiring at the end of the year. It has been a privilege and a joy to work with so many leaders in over 80 schools during this period, and I thank VASSP for providing me with such an opportunity, and principals for showing so much faith in my work with their leaders.

**Ian Wallis,**

Project Service Coordinator

## PREVIOUS AGM and Minutes – 2023

*9.10 am Friday 27 October 2023, Moonee Valley Racecourse*

### Previous Minutes

That the minutes of the previous AGM held on Friday 27 October 2023 be accepted as a true and accurate record.

**Moved:** John Baston | **Seconded:** Tim Hall | **Motioned:** Carried

### President's Report

- Principals are overburdened with administrative tasks and need more support, including additional staffing and resources.
- Staff shortages are a persistent challenge, raising concerns about future leadership and education quality.
- Principals need more time to focus on their primary mission of education, which requires a better balance between compliance and support.
- The role of regional offices should be reevaluated to prioritize school support over compliance, especially during staff shortages.
- There needs to be an open discussion about the role of schools in society and how to redefine their expectations and functions.
- The Association is actively engaged with the Department and the media to influence policy decisions and portray positive stories about education
- The Association's professional development initiatives and major events have been successful despite staff shortages, and continued participation is encouraged.
- The Association is grateful for the efforts of its Executive, Committee Members,

Field Officers, and Project Services team.

- The Association is committed to further modernization and plans to conduct a strategic review to set future directions.

That the minutes of the previous AGM held on Friday 29 October 2021 be accepted as a true and accurate record.

**Moved:** Colin Axup | **Seconded:** Tim Blunt | **Motioned:** Carried

## Treasurer's Report

That the Treasurer's report, including the audited Financial Report for the Year Ended 30 June 2023 be accepted.

***George Porter, VASSP Treasurer Apology. Amy Rashid, Executive Officer delivered Treasurer's Report.***

- Operations run profitably due to business sponsorship, membership growth, Department's Common Funding, Project Services, and reduction in face-to-face meeting costs.
- Challenge: Balancing event and PL prices amid increasing costs.
- VASSP and VPA jointly own three out of four units in north Melbourne; Unit 4's vacancy since 2019 impacts revenue.
- Low demand for office spaces persists despite efforts to lease, requiring ongoing attention.
- Significant decrease in VASSP-led Professional Learning since 2019-current teacher shortage and move to online PL
- Recognition of the need to modernize to meet state-wide member needs with limited time and resources, emphasising investment in VASSP's modernisation.
- Major financial decisions made by Executive consensus, leveraging their

expertise as representatives and financial managers.

- Executive Strategic Planning Day in early December involves close scrutiny of VASSP finances and planning for association's longevity focusing on Advocacy, Learning, and Support pillars.

That Stannards Accountants and Advisors Pty Ltd be engaged to conduct the financial audit for the 2023/2024 financial year.

**Moved:** Colin Axup

**Seconded:** Robert Pyers Motion: Carried

## Other Business

### Life Membership

Tim Blunt, Sunshine College

### Retiring Members

Hugh Blaikie

Andrew Dixon

Robert Graham

Cathy Hogg

Gary Palmer

Jim Papas

David Reynolds

Cherie Kilpatrick

David Browne

Adam Ross

Gail Hardman

Frank Merlino

John Baston

Robert Lewkowicz

## Attendance AGM 2023

Andrew McNeil

Anthea Good

Gary Palmer

Georgina Padula

Arthur Toussaint

Glenn Leyland

Asha Vazirani

Harvey Wood

Ben Toyne

Harvey Wood

Brendan Dwyer

Hayley Dureau

Brendan Staple

Helen Koziaris

Brendan Sullivan

Brian Burgess

Brylee

McNamara

Hugh Blaikie

Ian MacLeod

Jacob Shingles

Cameron

Kimber

James Dowie

Carlos Lopez

Jared Williams

Carol Duggan

Catherine

McMahon

Chad Frost

Jennifer Malberg

Jillian English

Joe Tasic

Chris Jones

John Baston

Clara Di Biase

John Gilmore

Dale Pearce

Daniel Butler



Darren Trippett  
David Simpson  
Detta Gordon  
Elaine Hazim  
Elida Brereton  
Ellie McDougall  
Ewen Burt  
Frances Ibbott  
Frank Merlino  
John Richmond  
Judi Benney  
Judy Crowe  
Julie Cain  
Kondila  
Atzarakis  
Lauren Kelly  
Lisa Vinnicombe  
Lynda Nevill

Marina Stergiou  
Mark Lohrey  
Mark Picone  
Mary Eade  
Meg Woolford  
Michael Pakakis  
Milan Matejin  
Morris Sleep  
Paul Broecker  
Peter Martin  
Rachel Lynch  
Rachel  
Robertson  
Rebecca Dunn  
Richard Almond  
Richelle Hollis  
Robert  
Lewkowicz

Robert Pyers  
Robyn Anderson  
Rod Williamson  
Sarah Rose  
Sharon Grimes  
Stefo  
Stojanovski  
Tamy Stubly  
Tim Blunt  
Timothy Hall  
Tom Hart  
Tony Mordini  
Vern Hilditch  
Victoria Gras-  
Ferrer  
Wayne Haworth

**VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.  
REG No. A0032009U**

**AUDITED FINANCIAL STATEMENTS -  
FOR THE YEAR ENDED  
30 JUNE 2024**

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

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# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Executive Committee's Report

The executive members submit the financial report of the Victorian Associations of State Secondary Principals Inc. for the financial year ended 30 June 2024.

### Executive Committee Members

The names of the committee members throughout the year and at the date of this are:

- Colin Axup - President
- Rob Pyers – Deputy President (resigned 31 December 2023)
- Belinda Haduk – Deputy President (effective 31 December 2023)
- Tim Blunt – Vice President
- Paul Broecker – Vice President (resigned 31 April 2024)
- Bradley Headlam - Vice President (effective 1 May 2024)
- George Porter – Treasury
- Amy Rashid - Secretary
- Ellie McDougall – Committee Member
- Richelle Hollis – Committee Member
- Ian MacLeod – Committee Member
- Jillian English - Committee Member (effective 31 December 2023)

### PRINCIPAL ACTIVITIES

The principal activities of the company during the financial year were:

Promote the collective rights and interests of members in the administration of their schools.

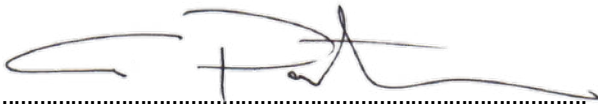
### OPERATING RESULTS

The trading surplus amounted to \$96,600 (2023: surplus of \$125,658).

Signed in accordance with a resolution of the Executive Members of the Committee:



President: .....



Treasurer: .....

Date: 31 July 2024

**Auditor's Independence Declaration to the Committee of  
Victorian Association of State Secondary Principals Inc.**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2024 there have been: -

- (i) no contraventions of the auditor independence requirements as set out in the *Associations Incorporation Reform Act 2012* in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.



Stannards Accountants & Advisors



Michael B Shulman  
Director

Date: 31<sup>st</sup> July 2024

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Statement of Profit or Loss and other Comprehensive Income for the Year Ended 30 June 2024

Note	2024 \$	2023 \$
<b>Revenue from operating activities</b>		
Membership subscriptions	325,112	284,460
DET funding	104,718	94,569
Annual conference	350,886	317,977
Seminars	38,570	44,200
Sponsorships	186,095	184,864
Project services	283,041	254,950
	1,288,422	1,181,020
<b>Revenue from non-operating activities</b>		
Interest received	25,999	7,981
Rental	49,369	59,807
	75,368	67,788
<b>Total revenue</b>	1,363,790	1,248,808
<b>Expenses</b>		
Employee expenses	(432,195)	(408,202)
Depreciation expenses	(13,299)	(13,001)
Annual conference	(294,081)	(253,863)
Office & administration expenses	(491,716)	(432,363)
Other expenses from ordinary activities	(35,899)	(15,721)
<b>Total expenses</b>	(1,267,190)	(1,123,150)
<b>Surplus / (deficit) before income tax expense</b>	96,600	125,658
Income tax revenue / (expense)	-	-
<b>Profit after income tax expense</b>	96,600	125,658
Other comprehensive income for the year (net of tax)	-	-
<b>Total comprehensive income for the year after tax</b>	96,600	125,658

The accompanying notes form part of these financial statements.

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Statement of Financial Position as at 30 June 2024

	Note	2024 \$	2023 \$
<b>Current Assets</b>			
Cash assets	10	960,396	973,491
Receivables	3	20,647	29,276
Prepayments	4	138,327	42,478
<b>Total Current Assets</b>		<b>1,119,370</b>	<b>1,045,245</b>
<b>Non Current Assets</b>			
Plant and equipment	5	1,070,067	1,081,873
Investment properties	6	1,950,000	1,950,000
<b>Total Non Current Assets</b>		<b>3,020,067</b>	<b>3,031,873</b>
<b>Total Assets</b>		<b>4,139,437</b>	<b>4,077,118</b>
<b>Current Liabilities</b>			
Payables	7	30,579	55,794
Provisions	8	294,906	315,837
Income received in advance	9	60,159	53,742
<b>Total Current Liabilities</b>		<b>385,644</b>	<b>425,373</b>
<b>Non Current Liabilities</b>			
Provisions	8	9,903	4,455
<b>Total Non Current Liabilities</b>		<b>9,903</b>	<b>4,455</b>
<b>Total Liabilities</b>		<b>395,547</b>	<b>429,828</b>
<b>Net Assets / (Deficit)</b>		<b>3,743,890</b>	<b>3,647,290</b>
<b>Equity</b>			
Reserves		1,601,222	1,601,222
Retained earnings		2,142,668	2,046,068
<b>Total Equity</b>		<b>3,743,890</b>	<b>3,647,290</b>

The accompanying notes form part of these financial statements.

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Statement of Changes in Equity for the Year Ended 30 June 2024

	Retained earnings	Reserves	Total
	\$	\$	\$
<b>Balance at 1 July 2022</b>	1,920,410	1,601,222	3,521,632
Net surplus / (deficit) after income tax	125,658	-	125,658
<b>Balance at 30 June 2023</b>	2,046,068	1,601,222	3,647,290
Net surplus / (deficit) after income tax	96,600	-	96,600
<b>Balance at 30 June 2024</b>	2,142,668	1,601,222	3,743,890

The accompanying notes form part of these financial statements.



# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Statement of Cash Flows for the Year Ended 30 June 2024

	Note	2024 \$	2023 \$
<b>Cash Flows from Operating Activities</b>			
Receipts from members & grants		1,325,489	1,223,780
Interest received		25,999	7,981
Payments to suppliers & employees		(1,363,090)	(995,021)
<b>Net cash inflow from operating activities</b>	10(b)	<b>(11,602)</b>	<b>236,740</b>
<b>Cash Flows from Investing Activities</b>			
Fixed assets purchased		(1,493)	(8,102)
<b>Net cash outflow from investing activities</b>		<b>(1,493)</b>	<b>(8,102)</b>
<b>Net increase in cash held</b>		<b>(13,095)</b>	<b>228,638</b>
Cash at beginning of financial year		973,491	744,853
<b>Cash at end of financial year</b>	10(a)	<b>960,396</b>	<b>973,491</b>

The accompanying notes form part of these financial statements.

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Notes To and Forming Part of the Financial Statements for the Year Ended 30 June 2024

### 1. STATEMENT OF MATERIAL ACCOUNTING POLICIES

---

These general purpose financial statements have been prepared in accordance with the *Associations Incorporations Reform Act 2012*, the *Australian Charities and Not-for-Profits Commission Act 2012 and Regulations 2013* and Australian Accounting Standards and Interpretations of the Australian Accounting Standards Board. The entity is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accrual basis and are based on historical costs unless otherwise stated in the notes.

The following is a summary of the material policies adopted by the company in the preparation of the financial report.

The financial statements were authorised for issue on the date of the signing of the directors declaration.

#### Revenue

All revenue is recognised at the point of sale/service recognition, and is sourced in Australia. There are no unsatisfied performance obligations.

Membership subscriptions are recognised in the year the subscription is raised and utilised. Revenue from conferences, seminar and professional development programs are recognised in the year these events are held. Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

Sponsorship and government funding revenue is recognised on an accruals basis as income is earned over the term of the contract.

Where it is received, it is not recognised as income until conditions attaching to its receipt have been reasonably complied with by the Association.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets.

#### Income Tax

The Association was endorsed for Charity tax concessions from 20 April 2018 and is therefore income tax exempt from this date under Subdivision 50-8 of the Income Tax Assessment Act 1997.

Non-member income of the Association was only assessable for income tax up to this date, as member income was excluded under the principle of mutuality.

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Notes To and Forming Part of the Financial Statements for the Year Ended 30 June 2024 (cont'd)

	2024 \$	2023 \$
<b>2 PROFIT FROM ORDINARY ACTIVITIES</b>		
Included in operating profit is the following operating expenses:		
Remuneration of auditors - Stannards Accountants and Advisors		
- Auditing services	6,150	7,200
- Other services	750	750
	6,900	7,950
<b>3 RECEIVABLES</b>		
Accounts receivable	20,647	29,276
	20,647	29,276
<b>4 PREPAYMENTS</b>		
Prepaid expenses	138,327	42,478
	138,327	42,478
<b>5 PLANT &amp; EQUIPMENT</b>		
Unit 2, 13-21 Vale St. North Melbourne		
Land & Building at fair value	1,000,000	1,000,000
Accumulated depreciation - building	(11,109)	(5,625)
Leasehold improvements at cost	14,362	14,363
Accumulated depreciation - leasehold improvements	(709)	(360)
	1,002,544	1,008,378
Furniture & fittings at cost	103,792	103,792
Accumulated depreciation	(45,883)	(42,715)
	57,909	61,077
Office equipment at cost	40,047	55,422
Accumulated depreciation	(30,433)	(43,004)
	9,614	12,418
<b>Total plant &amp; equipment</b>	1,070,067	1,081,873

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Notes To and Forming Part of the Financial Statements for the Year Ended 30 June 2024 (cont'd)

	2024 \$	2023 \$
<b>5 PLANT &amp; EQUIPMENT (cont'd)</b>		
(a) <b>Movements and carrying amounts</b>		
<b>Unit 2, 13-21 Vale St. North Melbourne</b>		
<b>Balance – 1 July</b>	1,008,378	1,014,363
Additions	-	-
Disposals	-	-
Depreciation (building and leasehold improvements)	(5,834)	(5,985)
<b>Balance – 30 June</b>	<b>1,002,544</b>	<b>1,008,378</b>
<b>Furniture &amp; fittings at cost</b>		
<b>Balance – 1 July</b>	61,077	64,491
Additions	-	203
Disposals	-	-
Depreciation	(3,168)	(3,617)
<b>Balance – 30 June</b>	<b>57,909</b>	<b>61,077</b>
<b>Office equipment at cost</b>		
<b>Balance – 1 July</b>	12,418	7,903
Additions	2,083	7,899
Disposals	(591)	-
Depreciation	(4,296)	(3,384)
<b>Balance – 30 June</b>	<b>9,614</b>	<b>12,418</b>
<b>Total</b>		
<b>Balance – 1 July</b>	1,081,873	1,086,757
Additions	2,083	8,102
Disposals	(591)	-
Depreciation	(13,298)	(12,986)
<b>Balance – 30 June</b>	<b>1,070,067</b>	<b>1,081,873</b>
<b>6 INVESTMENT PROPERTIES</b>		
Unit 3, 13-21 Vale St. North Melbourne - at fair value	950,000	950,000
Unit 4, 13-21 Vale St. North Melbourne - at fair value	1,000,000	1,000,000
	<b>1,950,000</b>	<b>1,950,000</b>

The land and buildings are held as tenants in common in equal shares with the Victorian Principals Association.

An independent valuation in 2022 of the freehold land and buildings at Units 3 & 4, 13-21 Vale Street, North Melbourne valued the properties at \$1,900,000 and \$2,000,000 respectively. The Association's share is 50% of each of these properties.

Unit 3 is secured by a registered first mortgage over the land and buildings.

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Notes To and Forming Part of the Financial Statements for the Year Ended 30 June 2024 (cont'd)

	2024 \$	2023 \$
<b>7 TRADE &amp; OTHER PAYABLES</b>		
<b>Current</b>		
Trade creditors	-	3,311
Sundry payables and accrued expenses	8,209	14,231
ATO BAS payable	15,021	27,555
PAYG Withholding payable	7,349	10,697
	<b>30,579</b>	<b>55,794</b>
<b>8 INCOME RECEIVED IN ADVANCE</b>		
Sponsorship income in advance	275,757	296,931
Grant funding in advance	19,149	18,906
	<b>294,906</b>	<b>315,837</b>
<b>9 PROVISIONS</b>		
<b>Current</b>		
Provisions for annual leave	20,043	11,841
Provision for long service leave	40,116	41,901
	<b>60,159</b>	<b>53,742</b>
<b>Non-Current</b>		
Provision for long service leave	9,903	4,455
	<b>9,903</b>	<b>4,455</b>
<b>10 NOTES TO THE STATEMENT OF CASH FLOWS</b>		
<b>(a) Reconciliation of Cash</b>		
Cash at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the statement of financial position as follows:		
Cash at bank	960,396	973,491
	<b>960,396</b>	<b>973,491</b>
<b>(b) Reconciliation of Net Cash provided by Operating Activities to Operating Profit (Loss) after Income Tax</b>		
Operating profit after income tax	96,600	125,658
<i>Non Cash Flows in Operating Profit (Loss):</i>		
Depreciation expense	13,299	13,001
<i>Change in Operating Assets &amp; Liabilities:</i>		
(Increase)/decrease in receivables & prepayments	(87,220)	1,153
Increase/(decrease) in trade creditors and accruals	(25,215)	23,976
Increase /(decrease)in income in advance	(20,931)	71,731
Increase/(decrease) in provisions	11,865	1,221
Net cash from / (used in) operating activities	<b>(11,602)</b>	<b>236,740</b>

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Notes To and Forming Part of the Financial Statements for the Year Ended 30 June 2024 (cont'd)

	2024 \$	2023 \$
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### 11 SEGMENT REPORTING

The Association operates predominantly in one business and geographical segment, being in the administration of schools in promoting the collective rights and interests of members within Victoria.

### 12 REMUNERATION OF KEY MANAGEMENT PERSONNEL

Remuneration of Key Management Personnel (represented by the position of President and Secretary):

177,525	172,693
---------	---------

### 13 CONTINGENT LIABILITIES

There are no contingent liabilities as at 30 June 2024 (2023: Nil).

### 14 OPERATING LEASE RECEIVABLES

#### Receivable - minimum lease income

Not later than 1 year

45,000

87,500

Later than 1 year but less than 5 years

-

45,000

45,000

132,500

The Association has an operating lease receivable for two properties. This is not capitalised in the financial statements.

In 2022, Unit 3, 13-21 Vale St. North Melbourne commenced a new 3-year lease. Unit 4's lease ended in December 2018 and has not been rented out since.

### 15 SUBSEQUENT BALANCE DAY EVENTS

No material events have occurred subsequent to balance date.

**VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.**

**Notes To and Forming Part of the Financial Statements  
for the Year Ended 30 June 2024 (cont'd)**

**16 FINANCIAL INSTRUMENTS**

**(a) Interest Rate Risk**

*Price Risk*

The Association's exposure to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates and the effective weighted interest rates on those financial assets and financial liabilities, is as follows: -

	Weighted Average Effective Interest Rate		Non Interest Bearing		Floating Interest Rate		Fixed Interest Rate Maturing				Total	
							Within 1 Year		1 to 5 Years			
	2024%	2023%	2024\$	2023\$	2024\$	2023\$	2024\$	2023\$	2024\$	2023\$	2024\$	2023\$
<b>Financial Assets</b>												
Cash at Bank	2.70%	1.35%	-	-	960,396	973,491	-	-	-	-	960,396	973,491
Receivables			20,647	29,277			-	-	-	-	20,647	29,277
<i>Total</i>			20,647	29,277	960,396	973,491	-	-	-	-	981,043	1,002,768
<b>Financial Liabilities</b>												
Creditors			30,579	55,794							30,579	55,794
Interest Bearing Liability	-	-	-	-	-	-	-	-	-	-	-	-
<i>Total</i>			30,579	55,794	-	-	-	-	-	-	30,579	55,794

**(b) Credit Risk**

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying number of receivables, net of any provisions for doubtful debts, as disclosed in the Statement of Financial Position and notes to the financial statements. The Association does not have any material credit risk exposure to any single debtor or group of debtors under financial instruments entered into by it.

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Notes To and Forming Part of the Financial Statements for the Year Ended 30 June 2024 (cont'd)

	2024 \$	2023 \$
--	------------	------------

### 16 FINANCIAL INSTRUMENTS (cont'd)

#### (c) Net Fair Values

The carrying value of assets and liabilities is considered to approximate net fair value.

#### (d) Risks and Mitigation

The risk associated with main financial instruments and policies for minimising these risks are detailed below.

#### Market Risk

Market risk is the risk that the fair value or future cash flows of the Association's financial instruments will fluctuate because of changes in market prices. The only market risk to which the Association is exposed is interest rate risk.

#### Interest Rate Risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in the market interest rates. Interest rate risk arises from interest bearing financial assets and liabilities that we use. Interest bearing assets are predominantly liquid assets. Interest rate liability risk arises primarily from long term loan which exposes the Association to fair value interest rate risk.

#### Credit Risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. Credit risk associated with the Association's financial assets is minimal because the main debtor is the Victorian Government. Apart from the Victorian Government, the Association does not have any significant credit risk exposure to a single customer or groups of customers.

#### Liquidity Risk

Liquidity risk includes the risk that, as a result of the Association operational liquidity requirements, it will not have sufficient funds to settle a transaction on that date. The Association's exposure to liquidity risk is deemed insignificant based on current assessment of risk.

#### (e) Sensitivity Analysis

Based on balances at 30 June 2024 of interest-bearing assets and liabilities a movement in the interest rates by +1% or -1% (100 basis points) would impact on the operating result as follows:

#### Change in Profit

Increase in interest rate by 1%	9,604	9,735
Decrease in interest rate by 1%	(9,604)	(9,735)

#### Change in Equity

Increase in interest rate by 1%	9,604	9,735
Decrease in interest rate by 1%	(9,604)	(9,735)



# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Statement by Executive Members of the Committee

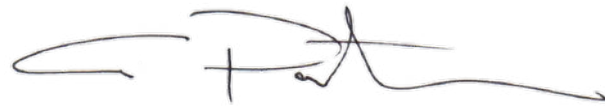
We, Colin Axup and George Porter being members of the Executive Committee of the Victorian Association of State Secondary Principals Inc., certify that:

- a. The attached financial statements comprising the statement of financial position, statement of comprehensive income, statement of changes in equity, statement of cash flows and notes thereto are drawn up so as to give a true and fair view of the state of the Association's affairs at 30 June 2024 and of its results for the year ended on that date.
- b. At the date of this statement there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

The financial statements have been compiled in accordance with Australian Accounting Standards, the Associations Incorporation Reform Act 2012, the Australian Charities and Not-for-Profit Commission Act 2012, and the Australian Charities and Not-for-profit Commission Regulations 2013.



Committee Member.....



Committee Member.....

Date: 31 July 2024

**Independent Audit Report  
To The Members of Victorian Association of State Secondary Principals Inc**

**Report on the Audit of the Financial Report**

**Opinion**

We have audited the accompanying financial report, being a general purpose financial report, of Victorian Association of State Secondary Principals Inc. ("the Association"), which comprises the statement of financial position as at 30 June 2024, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended and notes to the financial statements, including a summary of material accounting policies, and the committee members declaration.

In our opinion, the financial report of the Association is in accordance with the *Associations Incorporation Reform Act 2012* and the *Australian Charities and Not-for-Profit Commission Act 2012*, including:

- a. giving a true and fair view of the Association's financial position as at 30 June 2024 and of its financial performance for the year then ended; and
- b. complying with Australian Accounting Standards the *Associations Incorporation Reform Act 2012* and the *Australian Charities and Not-for-Profit Commission Act 2012*.

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Association in accordance with the independence requirements of the and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the *Associations Incorporation Reform Act 2012* and *Australian Charities and Not-for-Profit Commission Act 2012*, which has been given to the committee members of the Association, would be in the same terms if given to the committee members as at the time of this auditor's report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Responsibilities of the Committee for the Financial Report**

The Committee of the Association are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the *Association Incorporation Reform Act 2012* and *Australian Charities and Not-for-Profit Commission Act 2012* and for such internal control as the Committee determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee are responsible for assessing the ability of the Association to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee members either intend to liquidate the Association or to cease operations, or have no realistic alternative but to do so.

**Independent Audit Report  
To The Members of Victorian Association of State Secondary Principals Inc. (Cont'd)**

**Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

**Auditor's Responsibilities for the Audit of the Financial Report (Cont'd)**

- Obtain an understanding of internal control relevant to the auditing in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of the Committee use of the going concern basis of accounting and, based on the audit evidence obtained, determined whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report, or if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the business activities within the Association to express an opinion on the financial report. We are responsible for the direction, supervision and performance of the Association audit. We remain solely responsible for our audit opinion.

We communicate with the committee members regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Stannards Accountants and Advisors



Michael Shulman  
Director  
Date: 31<sup>st</sup> July 2024

# VICTORIAN ASSOCIATION OF STATE SECONDARY PRINCIPALS INC.

## Detailed Surplus or (Deficit) Statement for the Year Ended 30 June 2024

	2024	2023
Annual conference	350,886	317,977
DET funding	104,718	94,569
Interest received	25,999	7,981
Membership subscriptions	325,112	284,460
Project services	283,041	254,950
Rental	49,369	59,807
Seminars	38,570	44,200
Sponsorships	186,095	184,864
	1,363,790	1,248,808
Accounting & audit fees	(6,900)	(6,900)
Annual conference expense	(294,081)	(253,863)
Annual leave	(8,202)	(708)
Bank charges	(296)	(583)
Conferences/Meetings	(74,373)	(62,856)
Consultants	(32,941)	(11,767)
Depreciation	(13,299)	(13,001)
Field services	(126,061)	(114,194)
Gifts	(2,199)	(4,768)
Insurance	(7,680)	(5,463)
Long service leave	(3,663)	(513)
Loss on disposal of asset	(591)	-
President's honorarium	(11,276)	(1,677)
Printing & stationery	(924)	(1,343)
Project service fees	(143,946)	(126,551)
Project services expense	(18,257)	(16,678)
Rates & taxes	(40,983)	(34,658)
Repairs & maintenance	-	(939)
Salaries & wages	(380,221)	(369,507)
Seminars expense	(8,616)	(15,229)
Service contracts	(9,006)	(12,301)
Subscriptions & registrations	(16,615)	(9,179)
Sundry & office expenses	(17,590)	(15,089)
Superannuation	(37,604)	(33,363)
Telephone	(6,736)	(7,083)
Travelling	(2,625)	(826)
Work cover	(2,505)	(4,111)
<b>Total expenses</b>	(1,267,190)	(1,123,150)
<b>Surplus / (Deficit)</b>	96,600	125,658