

## A&TT Minutes 14 May, 2019 @ 1.30pm

**Attendees:** Tessa Meek, Susie Lever, Rosie Holland, Clare Davenport, Wendy Norwood, Tamar Munch

Item	Discussion	Action Points
<b>Minutes from last meeting</b>	Minutes from 2 April 2019	Unanimously passed
<b>1. A word from Tessa Meek</b>	<p>Tessa advised she is stepping down as A&amp;TT Chair. Has offered to sit in on the committee until AGM. Rosie has offered to step in as Chair.</p> <p>Process for nomination (as per AA): Committee Chair is to be appointed by the Committee and ratified at STAG group.</p>	<p>Committee thanks Tessa for her wonderful contribution to A&amp;TT.</p> <p>Rosie's nomination to Chair has been accepted by the committee.</p> <p>Committee agrees that it would be great for Tessa to stay on in the interim.</p>
<b>2. A&amp;TT response re RNZ Donna Farhi interview</b>	A&TT endorses the message that was sent out by the Exec and acknowledges that this issue will likely be subject to ongoing dialogue going forward.	
<b>3. Introductory assessment update</b>	<p>Update from Wendy:</p> <p>CHCH assessment (May 18/19) is all sorted.</p> <p>AKLD assessment (June 15/16) is mostly sorted. Last item of business is to get more volunteers students.</p> <p>NB: Wendy is away during the weekend of the Auckland assessment.</p> <p>Fran has advised she will assess at June event</p>	<p>Wendy has followed up with key AKLD schools.</p> <p>Wendy to provide list of volunteer students to Melodie (as Moderator) and advise students to advise Melodie if they aren't available</p> <p>Wendy to follow-up to 100% confirm</p>
<b>4. All Assessors meeting - A&amp;TT action points</b>	<p>Rosie summarised relevant action points from AA minutes:</p> <ul style="list-style-type: none"> <li>- Next year's AA meeting - dates available.</li> <li>- Reformat assessment feedback forms with larger boxes.</li> <li>- Teacher Trainers to register and renew trainees with A&amp;TT Committee each year on April 1.</li> </ul>	<ul style="list-style-type: none"> <li>- Rosie to reach out to Teacher Trainers to advise.</li> <li>- Tamar to update this form and replace on Drive.</li> <li>- A&amp;TT suggestion is that Trainers notify when trainees have stopped training</li> </ul>

	<ul style="list-style-type: none"> <li>- Online Teacher Training Registration Form is underway with web developers</li> <li>- IYNZ website fee &amp; TT information - inconsistencies</li>   <li>- Annemarie queried Congratulations letter</li>   <li>- JI application updated and JI referral form</li>   <li>- Volunteer students not to be above the level being assessed and have no major injuries</li>   <li>- No longer use of TT enrolment form</li> </ul>	<ul style="list-style-type: none"> <li>- Tamar to notify all trainers once form is viable.</li> <li>- Tessa to follow up re consistency around financials/fees on website</li> <li>- Tessa to follow up re wording about TT on website</li>   <li>Wendy to reply to Annemarie and to confirm we are updating letter and that A&amp;TT will issue it.</li>   <li>Tamar has drafted. A&amp;TT to approve.</li>   <li>Manual form to be abolished one online registration form is up and running</li> </ul>
<b>5. IYNZ Teaching Certificates (future)</b>	Certificate coordinator to be confirmed	Tamar will coordinate certificates
<b>6. IYNZ Teaching Certificates that are needing to be collected from last year</b>	Melodie couldn't collect in Dec 2018 - is one of A&TT going to Pune in June and could collect?	Tessa to follow up
<b>7. JI 1&amp;2 Assessment</b>	<p>Update from Clare:</p> <p>Discussing venue for JI1. Ponsonby Community Centre TBC.</p> <p>Herne Bay Yoga is venue for JI2.</p>	
<b>8. JI 3 Assessment</b>	<p>Update from Susie:</p> <p>Going well. Volunteers confirmed. Everything is sorted.</p>	
<b>9. Upcoming IYNZ AGM</b>	<p>Date TBC?</p> <p>Who from A&amp;TT is attending</p>	Tessa to check on date
<b>10. TT Form changes and Updating the question sheet that goes out to candidates</b>	<ul style="list-style-type: none"> <li>- it is missing how many copies and how to send their answers to the co-ordinators etc. (Susie)</li>   <li>Query intro sequence: on website there are 2 sequences. TCH has 2 sequences which are different from the ones on the website.</li> </ul>	Tessa to query with Kathleen

	Query re Pranayama in Intro assessment sequence	Susie to raise with STAG  Susie to raise with STAG
<b>11. Susie TT query</b>	Query re a trainee	Committee agrees with Susie's approach
<b>12. Any other business?</b>	n/a	
	Next meeting: <b>Tuesday June 11, 2019 @ 1.30pm</b>	