

IYANZ – A&TT Meeting

Meeting Notes, 8 November 2016, 1pm

Attendees via Skype: Tessa Meek (Chair); Susie Lever; Louisa Potter; Rosie Holland; Jo Peden.

Confirm minutes of 20 September 2016.

All confirmed last meeting minutes. Tessa to send on to the Moderators and the Executive.

1. Brief overview of recent JI2 Assessment (Susie)

Moni, Melodie and Susie were the assessors. All four candidates passed. From the assessment side all went smoothly.

2. Who volunteers (or who shall we ask) to be JI1 and 2 coordinator for 2017

Tessa to contact Vanessa Greenwood to invite her to be the Junior Intermediate Assessment Coordinator. If not, then Tessa to invite Catherine Young.

Jo to contact Anne-Marie regarding how volunteer students for assessments went.

3. Assessments 2017

Junior Intermediate level 3 – 16-18 June 2017

(Is already sorted) Monica Haar (Moderator) and two assessors from Australia.

Introductory Level 1&2 Combined – 23-25 June

Melodie Batchelor (Moderator), Louisa Potter, Susie Carson, Anne-Marie

Jo to invite Lousia, Susie and Anne-Marie to 23-25 June.

Jo to invite Paul and Cornelia 30 June – 2 July (overflow date).

Junior Intermediate Level 1&2

27-29 October & 3-5 November (JI1)

Level 1: Melodie or Monica (Moderator), Joy Sanders, Rosie Holland (2nd weekend).

Level 2: If numbers are low then the same weekend as JI1 3-5 November. If numbers are higher and require two Assessments then JI2 will be on the weekend 27-29 October. For Level 2 - Monica Haar (Moderator) Melodie Batchelor and Susie Lever assessors.

Jo to invite Joy for JI1 on 3-5 November

4. All Assessors Meeting March

Downstairs IYCA is booked. Susie to Coordinate with Moderators re: timings, agenda and also to talk to Moni to see if Gaynor is available for the catering. Jo to email Susie times from last meeting.

5. All Assessors Australia – 4-5 March 2017

Who is going? Is this for us to invite or is the MAC group organising amongst themselves? Moni and Melodie are going. Susie to ask MAC if we could also fund an assessor (possibly Joy).

6. Administration

Jo to add the year to date on minutes. **Next meeting:** Tuesday, 13 December 2016, 1pm

Action Points – A&TT meeting 8 November

- **Tessa** to contact Vanessa Green to invite her to be the Junior Intermediate Assessment Coordinator. If not, then Tessa to invite Catherine Young.
- **Jo** to contact Anne-Marie regarding how volunteer students for assessments went.
- **Jo** to invite Lousia, Susie and Anne-Marie to 23-25 June.
- **Jo** to invite Paul and Cornelia 30 June – 2 July (overflow date).
- **Jo** to invite Joy for JII on 3-5 November.
- **Susie** to Coordinate with Moderators re: timings, agenda and also to talk to Moni to see if Gaynor is available for the catering.
- **Jo** to email Susie times from last All Assessors meeting.
- **Susie** to ask MAC if we could also fund an assessor to the Australian All Assessors meeting (possibly Joy).
- **Next meeting:** Tuesday, 13 December 2016, 1pm.