

# NAAOSEN

## The National Association of Advisory Officers for Special Educational Needs

Annual General Meeting  
5<sup>th</sup> October 2007

**Present:** Sharron Jenkinson, Oxfordshire; Steve Lord, Independent; Diana Robinson, Kent; John Moore, Independent; Sue Woodgate, Derbyshire; Linda Bristow, Bromley; Jackie Winbow, Bromley; Anne Jones, Barking & Dagenham; Geoff Lewis, Independent; Martin Fittes, Rotherham; Rosanna Boarder, Bracknell Forest; Linda Samson, Kent

**Apologies:** Niki Elliot, Sheffield Hallam University; Maggi Litchfield

Minutes of AGM 7.10.06 were accepted. Thanks were expressed to Sharron J. for her work as Chair during the year.

### **Council Report**

*This year reports from the Chair and Secretary have been combined into a single report from Council.*

We received many messages from members following the sad news of the death of John Gifford in January of this year. John was a committed member of NAAOSEN and out Chair for a short time before his long period of illness. Many of John's colleagues attended his funeral which was a great celebration of his life. As Vice Chair, Sharron wrote to the family to offer condolences on behalf of NAAOSEN.

We have reviewed our links with national organisations. Individual council members are responsible for maintaining those links – currently ASPECT (Niki Elliot); Ofsted (Sharron Jenkinson); DCSF & QCA (Linda Samson); Regional Partnerships (Rosanna Boarder); Disability (via Phillipa Stobbs), SEC & Policy Forum (John Moore). Do contact the responsible member if you wish to discuss those links or raise issues with the organisations.

I'm sure many of you will have read Diana Robinson's article on the Role of the SENCo in the ASPECT magazine, Improvement. Congratulations to Diana on a thought-provoking article which highlighted the importance of the SENCo role in the Improvement agenda.

On 14<sup>th</sup> June a meeting at the DCSF, with Hardip Begol and Pat Griffiths, was attended by Sharron Jenkinson, Linda Bristow and John Moore. This was our first meeting with Hardip Begol and was a valuable exchange of ideas and concerns. Minutes were circulated to members. We will be arranging our next meeting in the late autumn and will be seeking your views.

### **Treasurer/ Membership Secretary's Report**

At last year's AGM it was agreed that Steve would seek an audit of accounts. His enquiries revealed this would have been very expensive. Steve contacted a local accountant who looked over the accounts, declared them 'fine and transparent' and made no charge! He suggested Steve include a statement of accounts for the financial year and this was included in the report.

Net income for the year was £246.60 and the balance in the bank account as of 31.3.07 was £6,444.25.

(The loss on the 2006 Conference was £3,704.60)

Steve has worked hard to chase up the payment of membership fees. The speed of response has improved overall this year and the percentage of paid up members is more consistent. Current membership is 118 (100% paid) but council need to consider membership growth. (discussed below under Development Items in Reports)

Expected income from membership (April 07 – March 08) is £3540. Some new members joined in the process of attending the conference.

### **Reports Accepted**

John Moore proposed and Sue Woodgate seconded that the reports be accepted

### **Election of Officers**

No council members wished to stand down this year. Sharron is willing to continue as chair and but we need to consider succession planning through the election of a Vice Chair. Steve Lord is considering his position for next year and suggested someone might like to shadow the Treasurer/ Membership Sec. Council were asked to consider taking on these roles.

### **Nominations**

The following members were proposed for Council member nomination: Jackie Winbow nominated as council member by Linda Bristow and seconded by Sharron Jenkinson

Maggi Litchfield (in absentia) was nominated as council member by Linda Samson and seconded by Steve Lord.

**Nominees were elected to council.**

### **Development Items in Report**

#### Membership recruitment

Membership is stable but we need to consider more active recruitment. A good link would be through regional partnerships where NAAOSEN should be developing formal arrangements.

Need to consider, in light of broader inclusion agenda, who to target as members and whether the name of the organisation should be reviewed to reflect the wider agenda.

A 'virtual' subgroup was established to consider the issue of marketing, recruitment and membership.

**Subgroup:** Steve Lord (lead); Sue Woodgate; Linda Bristow, Rosanna Boarder & Geoff Lewis

The association name will be considered at the next council meeting.

### Website

Council were unhappy with the service provided by the management organisation dealing with the NAAOSEN website and made the decision to terminate the contract. This has proved frustrating with the management organisation's reluctance to release our domain name. We have purchased a new domain name: NAAOSEN.org.uk and a new website will go live within the next few days. Members are encouraged to use the website regularly to raise its profile. Geoff Lewis agreed to oversee the site. Sharron will write a formal letter to the management organisation and will inform membership of the changes.

John Moore drew attention to the archive of themed documents/ articles on the Becta website (via teachernet)

### **Conference 2008**

Burleigh Court considered a good, central location. Requests were tabled from some absent members to change the conference days to Saturday and Sunday as they are not able to attend due to LA policy. Evaluations of this year's conference will inform planning for 2008.