

<b>To:</b>	Executive Te Huarahi	HC23/049 15 September 2023
<b>From:</b>	Dr Kirsty Farrant, General Secretary	



HC

**PLEASE READ CAREFULLY**

## **Election for Executive member – Tāmaki Makaurau Auckland Western Ward– 2024-2025**

### **Instructions for the Conduct of the Election**

#### **Candidate Information**

Names and personal details of the candidates in this election are **enclosed** with this circular.

#### **Enclosures**

Also please find **enclosed**:

- a) *a branch electoral roll for your branch which states the numbers of voting papers being issued to your branch and which lists eligible members;*
- b) *form for notification of result – two copies;*  
one copy should be emailed to [returningofficer@ppta.org.nz](mailto:returningofficer@ppta.org.nz) by **5 pm on Friday 20 October 2023**. The other is to be retained by the Branch Returning Officer – see paragraph 10;
- c) *guidelines for conducting the election.*

#### **Who May Vote**

Every full member who at 6 September 2023 was recorded as financial as shown on the enclosed electoral roll and those who were not full members or financial as at 6 September 2023 but have contracted to pay full subscriptions between then and 20 September 2023 may vote. This includes pro-rata (part-time) and relieving teachers who are entitled to full membership and who have contracted to pay the appropriate subscription rate for such persons.

#### **Who May Not Vote**

Student members and honorary members are not entitled to vote.

#### **Appointing of Returning Officer/Scrutineers**

If it hasn't already done so, the Branch is to appoint a Branch Returning Officer and such number of scrutineers (at least one) as the Branch considers necessary to assist the Branch Returning Officer in the proper conduct of the ballot.

*Neither the Branch Returning Officer nor any scrutineer is to be a candidate in this election, although candidates can appoint scrutineers if they wish.*

## Checking the Electoral Roll

Before distributing any ballot papers to members, the Branch Returning Officer and scrutineer(s) are to check the **enclosed** electoral roll for completeness and accuracy. If there is any doubt regarding the eligibility of any member to vote, or where insufficient voting papers have been supplied (because of new members joining) please communicate *immediately* with the National Poll Clerk, Christine McNicol – [cmcnicol@ppta.org.nz](mailto:cmcnicol@ppta.org.nz) or phone (04) 913 4235.

## Conduct of Election

Within each Branch, the election is to be conducted under the direction of the Branch Returning Officer. The Branch Returning Officer is to ensure:

- a) When individual ballot papers are distributed to eligible members that each member acknowledges receipt of her/his voting paper by signing the **enclosed** electoral roll.
- b) That arrangements are made and advertised to allow eligible members who are absent because of illness, work or other commitments, disability, etc. to cast a special vote.
- c) That eligible members are aware of the day on which voting within the Branch is to close. For this purpose it is suggested that a special meeting be convened on or about Tuesday 17 October 2023 to enable members to cast and deliver their votes. This would then allow for the Branch voting to be counted and for the return of results to be emailed to the National Returning Officer by **5 pm Friday 20 October 2023**.
- d) That voting is secret and that a ballot box is provided for members to return their votes.

## Counting of Votes

Instructions on how to vote appear on the voting paper. However, in deciding whether a particular vote is valid or not Branch Returning Officers and scrutineers should accept any voting paper which indicates clearly the intention of the person voting. Where the number of votes cast *exceeds* the number of ballot papers issued, the election is to be declared void and the National Returning Officer advised *immediately* by telephone.

## Return of Result

One copy of the form of notification of results, properly countersigned, is to be emailed to [returningofficer@ppta.org.nz](mailto:returningofficer@ppta.org.nz) by Friday 20 October 2023. **Returns not received by 5 pm Friday 20 October 2023 risk being disallowed in the final count.**

## Custody of Ballot Papers, etc.

The Branch copy of the form of notification of results, all ballot papers counted, the electoral roll and any other document associated with this election is to be retained by the Branch in safe custody for at least one year (i.e. until 20 October 2024). This requirement is in case of a disputed ballot.

## Individual Voting

Any financial member who does not wish to participate in the voting being arranged within the Branch may exercise his/her vote by email and may email his/her voting paper direct to the PPTA Returning Officer, [returningofficer@ppta.org.nz](mailto:returningofficer@ppta.org.nz), so that it is received no later than 5 pm on Friday 20 October 2023.

## Small Branches

In small Branches where there may be difficulty in appointing a suitable person as either Returning Officer or scrutineer and, at the same time, preserving the need for the ballot to be a secret one, members should vote as individuals and email their voting papers directly to the PPTA Returning Officer, [returningofficer@ppta.org.nz](mailto:returningofficer@ppta.org.nz), to be received no later than 5 pm on Friday 20 October 2023.

## **IMPORTANT**

- i) Ensure that every eligible member has the opportunity to cast a secret ballot in this election.
- ii) Ensure that the forms of notification of the result are countersigned by the Branch Returning Officer and scrutineer(s) and that one copy is emailed to [returningofficer@ppta.org.nz](mailto:returningofficer@ppta.org.nz) to be received *before 5 pm on Friday 20 October 2023*.
- iii) Retain the Branch copy of the notification of result, the electoral roll, the voting papers counted and any other document associated with this election *until 20 October 2024 or longer if required by the National Returning Officer*.

**Dr Kirsty Farrant**  
**National Returning Officer**

## National Election – Guidelines for Branches

1. The Branch Secretary shall inform the Branch that voting is to take place. Information provided about the candidates for the positions should be displayed to members.
2. The Branch Secretary shall check the printout of Branch members and note any discrepancies. These should be forwarded to National Office immediately.
3. Upon receipt of election material and ballot papers, the Branch shall appoint a Returning Officer (normally the Secretary) and a scrutineer, *neither of whom are to be candidates in that election*.
4. The Branch Chairperson and Returning Officer shall nominate the day on which/by which voting will take place and will inform the members of the date in advance.  
  
NB It is recommended that ballots be issued and returned on the same day with provision made for special votes for persons who cannot be present that day or over the voting period.
5. The Branch Returning Officer shall ensure the fair conduct of the election in all respects:
  - a) The procedures set down must be followed;
  - b) Members must be fully briefed using authorised information sent by National Office or the region. Information about candidates should be clearly displayed and available to all members;
  - c) All reasonable steps must be taken to prevent prejudicial remarks from being made about a candidate. Opinions expressed publicly must be in objective terms and should relate to the candidate's ability to fulfil the requirements of the office. Derogatory statements of a personal nature are unethical and contravene the Code of Ethics.

## Conducting the Election

Elections shall be conducted by secret ballot.

The Branch Returning Officer shall:

1. Issue a ballot paper to each member, who then signs for it on the Branch roll provided. Accommodation must be made for absent members to cast a special vote.
2. Destroy any unsigned ballot paper after confirmation by the scrutineer that all members eligible to vote have been issued with a voting paper.
3. Provide a ballot box which is clearly labelled and easily accessible to members. Reasonable steps should be taken to ensure security.
4. Tally the votes with the scrutineer as soon as possible. The results are to be recorded on two tally sheets, one to be forwarded to National Office, the other to be retained by the Branch with the voting papers.  
  
NB Any member has the right to return his/her voting paper to the National Returning Officer by email or in an envelope marked: The PPTA Returning Officer, Freepost 103122, PO Box 2119, Wellington, and post it to that address to arrive by the closing date for the election.
5. Ensure that the Branch copy of the tally sheet is publicly displayed to members for a week.  
  
NB *The ballot papers, the Branch tally sheet and the signed Branch roll are to be kept by the Branch Secretary for at least one year before being destroyed or longer (if directed by the National Returning Officer).*



**Notification of the result of the election for  
EXECUTIVE MEMBER – TĀMAKI MAKĀURAU AUCKLAND WESTERN WARD  
for the 2024-2025 Association year**

Branch \_\_\_\_\_

PPTA National Returning Officer  
[returningofficer@ppta.org.nz](mailto:returningofficer@ppta.org.nz)

We the undersigned, hereby declare that at the election conducted by this branch, the candidates received the number of votes set opposite their names:

<b>KARL GODDARD</b>	
<b>LOUISE RYAN</b>	

\_\_\_\_\_ Branch Returning Officer

\_\_\_\_\_ Branch Scrutineer

\_\_\_\_\_ Branch  
(Please Print)

NB One copy of this form must be emailed to [returningofficer@ppta.org.nz](mailto:returningofficer@ppta.org.nz) to be received by the PPTA Returning Officer by **5 pm Friday 20 October 2023**.



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## NOMINATIONS FOR EXECUTIVE MEMBER – TĀMAKI MAKAURAU AUCKLAND WESTERN WARD

### **KARL GODDARD** Massey High School

#### **Personal Information**

I'm 46 years old; I grew up in Rotorua, did my teacher training and undergrad degrees in Hamilton and have been living and working in West Auckland for over 20 years – maybe someday I'll have lived here long enough to actually be a "true" Westie! Those of you on the PPTA Facebook page may be familiar with my active interest in our profession and the union.

#### **Professional information**

MA (Hons) – University of Auckland [in History]; BA (Hons), BEd, DipTch - Waikato University. I've been teaching History and Social Studies (and occasionally Classics) for over 21 years; during my school career I have been a classroom teacher, a Dean, a Level Coordinator / Progress Leader, Head of Department, and I've also had two years as an Across School Leader in our Kahui Ako. I have also been the staff representative on the Board of Trustees for about 18 years, and have marked NCEA externals.

#### **Association information**

I've been a member of the PPTA for my entire career. To date, my involvement has mainly been limited to my branch, where I have been secretary for about a decade or so and have helped members on contractual issues on a few occasions. I'm extraordinarily lucky to be at a school where the principal and senior management are so supportive of the union. I made a submission to the Parliamentary sub-committee on Education in 2021 about the Teaching Council amendment, I've worked with newly elected staff reps on Boards, and am currently part of the PPTA Pay Equity Claim team.

#### **Personal statement**

The strength of the PPTA is in its membership. I have been proud to belong to this union, and proud of the gains that we have made during the time I've been in this noble profession.

The past few years have been difficult for all of us, and we've encountered situations we never trained for while also having to become digital content specialists overnight. Workload is a particular and critical concern – in any other sector, the government would pay contractors millions of dollars to develop new systems, but in Education they just throw everything at us and expect us to make it work with no extra time or money. Teachers have taken on so many extra burdens with the Covid response, and the curriculum changes have added even more stress. I think PPTA will continue to play an increasingly important role in protecting our time and conditions amidst all these pressures and changes, and I hope to be a part of this.

We continue to face issues around recruitment and retention, as well as the more complex and difficult classroom environments of the 2020s; as an association, PPTA needs to help develop more support for its members in the classroom so we can continue to bring out the best in our students.

We're all experts in our own classroom; we're often just too busy to share that expertise. As an Association we should be thinking about how we can utilise our greatest strength – the members – to achieve greater things for everyone. If you think I can help with this, I'd appreciate your vote. Ngā mihi nui.

### **LOUISE RYAN** Western Springs College

#### **Personal Information**

I live in Tamaki Makaurau with my partner. I am currently HOD of Media Studies and Assistant Academic Director at Western Springs College Nga Puna O Waiorea.

#### **Professional information**

My qualifications include: Bachelor of Arts [English and Political Studies]; Graduate Diploma of Journalism; Graduate Diploma of Teaching.

#### **Association information**

2020 - Present PPTA Executive Member; PPTA Member [2000-2014; 2019-Present]; PSA Member [2014-2018]; Past Chairperson - Northcote College Branch PPTA; Past Chairperson - Pakuranga College Branch PPTA; Current Treasurer Nga Puna o Waiorea Western Springs College Branch PPTA; 2019- Women's Coordinator - TMAC PPTA. As Executive member I have contributed to/represented the following committees/groups: SQAG - Senior Qualifications Advisory Group, Curriculum Voices Group, Professional Learning and Development Committee, Political Strategy Committee, Middle Leaders Advisory Committee (Co-Chair), Curriculum Advisory Committee, Kaimahi Whaikaha - Workers with Disabilities (Co-Convenor).

#### **Personal Statement**

Throughout my over 20 years in the education sector, I have witnessed first-hand the significant improvements won by the union to benefit teachers. While obvious examples of this include the ongoing gains won as a part of our collective agreements, in fact it is the ongoing support and advocacy across the public education system that reminds me how important PPTA Te Wehengarua is.

The role of PPTA is crucial in advocating for, and protecting the public education system. Through my time as part of the PPTA Executive I have seen and been involved with so many aspects within the education space: the NCEA Change Package, Curriculum Refresh and RoVE - three bodies of work which will have a significant impact on teacher workload and wellbeing over the next few years. I have had the opportunity to hear from middle leaders about the significant workload issues facing pastoral and curriculum leaders. I have seen the work on ending streaming; the PLD fund and the opportunities it has opened for teachers, the list could go on... important valuable work to ensure that we have an equitable and fair education system for all.

The past four years have been so challenging on teachers, students and the wider community. From lockdowns, significant weather events, industrial action - we have experienced challenging times. And there is further uncertainty ahead. However what it has reinforced for me is the importance of our public education system and the role that teachers have to play. I have felt so proud to be a PPTA member and an executive member seeing the way in which teachers are prepared to fight for quality education, for their colleagues and for their students.

PPTA has the opportunity to be a powerful voice for teachers at this time. I would see it as a privilege to be able to contribute to the teaching community as the Western Ward representative for Tāmaki Makaurau on the PPTA Executive.