

New Zealand Health  
Education Association  
(NZHEA)  
Annual Report 2020 - 2021



**NZHEA**

**NZ HEALTH EDUCATION ASSOCIATION**

**August 15, 2021**

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## Our vision, mission statement and values

<b>Vision:</b>  Quality Health Education is an integral part of young people's learning, development and achievement.	<b>Mission Statement:</b>  NZHEA is a community of professionals that operates with excellence, connectedness and leadership to support health education.
<b>Values:</b> <ul style="list-style-type: none"><li>• <b>Learning, Ako:</b> Members provide and promote opportunities for all educators and learners to achieve in Health Education.</li><li>• <b>Connectedness, Whanaungatanga:</b> Members collaborate with each other and other organisations to share and develop relationships.</li><li>• <b>Leadership, Ngā Manukura:</b> Members advocate for, inspire, and empower educators and learners to support wellbeing.</li></ul>	

## Chairperson's report

Amidst the uncertainties that COVID-19 continues to bring upon us in our lives and in our work, the NZHEA executive has worked hard to continue to advocate for quality health education.

We recently held nominations for the executive (2021-2023) and received nominations from current executive members, and therefore no election was needed. The executive for 2021-2023 is:

Vicki Nicolson <i>co-chair</i>	Dunedin
Rachael Dixon <i>co-chair and life member</i>	Christchurch
Jenny Robertson <i>life member</i>	Auckland
Annie Macfarlane	Napier
Leigh Morgan	Auckland
Kathryn Wells	Auckland
Shelley Hunt	Gisborne

We encourage members to consider becoming involved in the NZHEA executive – so watch out for nominations in 2023.

As an executive, we have met face-to-face only once since February 2020, and so we are yet to revise our strategic plan. We in the executive welcome input from all members of the association, in helping us shape our priorities for action moving forward, and we plan to re-develop our strategic plan before the end of the year.

We would like to take this opportunity to thank the members of the executive for their time and energy in advocating for health education, and the work our secretary Gina does behind the scenes to keep our accounts and membership database in order.

After having to cancel the planned conference in 2020 due to COVID-19, in 2021, we worked alongside EONZ and PENZ to be involved in the HPE conference *Embracing Uncertainty* in Christchurch. This conference was well attended, with over 300 delegates, many of whom attended the various health education sessions on offer. We would like to thank those who presented on behalf of health education. This includes the NZHEA teacher representative on the teacher panel, Louise Carter from Wellington College. Louise had strong messages for us about the importance of affirming the mana of the young people we work with every day.

A summary of our main activities since last year is as follows:

- We were successful in gaining a new contract for Networks of Expertise, a Ministry of Education initiative (alongside 23 other subject associations). We have funding for two workstreams: Baseline support and NCEA support. The funding agreement is initially for close to three years, but is extendable up to five years. Within this new project, we have continued to support teachers, but are currently refining our plans moving forward.

Some of our recent PLD activities include:

- Supporting teachers (in clusters or one-on-one in schools);
- Developing resources as areas of need are identified. We have published:
  - Revised Alcohol and other Drugs year 9-13 resource
  - Revised Scholarship HPE guidance
  - Revised mental health education years 11-13 resource
  - Exemplars of student success in scholarship
  - Planning and support documents for L2 and L3 external assessment

- Activities to support the August 2021 accord day with a focus on the draft level 1 NCEA products.
  - Connecting with a range of stakeholders to work on shared interests and to advocate for Health Education and health teachers in New Zealand schools. For example, the MoE Curriculum Leads, The New Zealand Drug Foundation (Tūturu), Family Planning NZ, The Classification Office, InsideOUT.
  - Providing online support via email and running zoom sessions on areas of identified PLD need.
- In 2020 we received funding from the Health Promotion Agency/Te Hīringa Hauora, to support teachers to attend the 2020 PENZ/EONZ/NZHEA conference. Due to the cancellation of the conference in 2020, this support was carried over to 2021, and we funded six teachers to attend the conference in Christchurch.
  - Member only resources: These consist of planning templates, exemplars and practice exams for NCEA level courses.
  - Collaboration with the University of Canterbury: NZHEA was involved in a contract to develop support materials for the Ministry of Education's 2020 Relationships and Sexuality Education guide.
  - Our social media engagement has continued to increase in the past year. We have 997 'likes' on our NZHEA Facebook page and 1196 members in our NZHEA Secondary Facebook Group. We have over 400 followers on Twitter. The Secondary Facebook group continues to be a very active and supportive community, with many different members asking questions, sharing resources and offering advice to each other.

Rachael Dixon and Vicki Nicolson.

## Membership information

As of August 15, 2021 our membership is:

- 6 life members (Gillian Tasker, Barbara Bachelor, Barbara Ferguson, Lynne Aldridge, Jenny Robertson, Rachael Dixon).
- 259 paid members, mainly schools, but also organisations, individuals, and students. This is an increase of 24 members compared with this time last year, which itself was a 23 increase on the year before – a consistent level of growth.

## 2019 confirmed AGM minutes

New Zealand Health Education (NZHEA) Annual General Meeting (AGM) Minutes			
<b>Date</b>	Monday 8 <sup>th</sup> July 2019 3:30 pm	<b>Venue</b>	Queen Margaret College, Wellington
<b>Present</b>	Rachael Dixon, Vicki Nicolson, Jenny Robertson, Kata O'Donnell, Annie Macfarlane, Katie Fitzpatrick, Leigh Morgan, Tania Cotter, Libby Patterson		
<b>Apologies</b>	Shelley Hunt, Michelle Ferris, Kathryn Wells.		
<b>Agenda Item</b>	<b>Discussion</b>		
Welcome	Rachael welcomed everyone to the AGM.		
Minutes of AGM held 11/7/2017	<p>Minutes of AGM 2/10/2019 tabled.</p> <p>Motion – That the minutes be received. It was moved that these minutes be passed as a true and accurate account. Annie Macfarlane, seconded by Jenny Robertson.</p>		
Chairperson's Report	<p>Rachael and Vicki presented the chairperson's report for 2019. Report distributed to members present.</p> <p>It was moved that this report be received. Jenny Robertson, seconded by Leigh Morgan</p>		
Annual Accounts for Financial Year ending 31 March 2018	<p>End of year financial statement and audit report from the accountant were distributed.</p> <p>Discussion around money earned and spent in 2018:</p> <ul style="list-style-type: none"> <li>• NoE investment continued</li> <li>• Xero has continued to be used as our accounting platform.</li> <li>• We are trying to be more prudent with executive expenses by having less face-to-face meetings and more regularly meeting online via Zoom.</li> <li>• Contractors – resource development was new</li> <li>• The break down in coding through Xero has made it easier to see where funds are being spent and raised.</li> </ul> <p>It was moved that our financial report be received and accepted. Rachael Dixon, seconded by Vicki Nicolson</p>		
General Business	<ul style="list-style-type: none"> <li>• Thank you to Debbie for all her work.</li> <li>• Thank you to Jenny for writing.</li> <li>• Thank you to the hard working Exec who keep learning in health education at the forefront of any discussions.</li> <li>• Our NoE plans:</li> <li>• We are mindful of protecting the future of NZHEA by still providing member-only resources (eg exams, some resources) with our membership money.</li> </ul> <p>Meeting closed: 4.10PM</p>		

## 2020 unconfirmed AGM minutes

New Zealand Health Education (NZHEA) Annual General Meeting (AGM) Minutes			
<b>Date</b>	Monday 24 <sup>th</sup> August 7:00 pm	<b>Venue</b>	Zoom Virtual Meeting
<b>Present</b>	Rachael Dixon, Vicki Nicolson, Jenny Robertson, Leigh Morgan, Kathryn Wells, Libby Patterson, Michelle Ferris, Shelley Hunt		
<b>Apologies</b>	Denise Atkins, Annie Macfarlane, Debbie Jones		
<b>Agenda Item</b>	<b>Discussion</b>		
Welcome	Vicki welcomed everyone to the AGM.		
Minutes of AGM held 8 <sup>th</sup> July 2019	Minutes of AGM 8/7/2019 tabled.  Motion – That the minutes be received. It was moved that these minutes be passed as a true and accurate account. Leigh Morgan, seconded by Jenny Robertson.		
Chairperson's Report	Rachael and Vicki presented the chairperson's report for 2020. Report distributed to members present.  It was moved that this report be received Rachael Dixon, seconded by Leigh Morgan		
Annual Accounts for Financial Year ending 31 March 2020	End of year financial statement and audit report from the accountant were distributed. Discussion around money earned and spent in 2019 -2020: <ul style="list-style-type: none"> <li>• Conference expenses deliberately detailed in 2019-2020</li> <li>• Xero has continued to be used as our accounting platform.</li> <li>• We are trying to be more prudent with executive expenses by having less face-to-face meetings and more regularly meeting online via Zoom.</li> <li>• Contractors – resource development was new</li> <li>• The break down in coding through Xero has made it easier to see where funds are being spent and raised.</li> </ul> It was moved that our financial report be received and accepted. Kat Wells, seconded by Michelle Ferris		
General Business	<ul style="list-style-type: none"> <li>• Mental Health Resource to be made available to all Year 7 and above. Workshop roll out from NZCER was to happen as well. Jenny has put some snapshots which will be sent out with it. NZHEA will host the digital copy of the resource, plus 11 or 12 snapshots and Kat doing some video to go also go on the website.</li> <li>• Better membership software that integrates with xero. Gina looking at Vaga which will be about \$30.00 a month.</li> <li>• Thank you to Debbie for all her work.</li> <li>• Thank you to Jenny for writing.</li> <li>• Thank you to the hard-working Exec who keep learning in health education at the forefront of any discussions.</li> <li>• We are mindful of protecting the future of NZHEA by still providing member-only resources (e.g. exams, some resources) with our membership money.</li> </ul> Meeting closed: 7:27 PM		

# Annual Report

New Zealand Health Education Association  
For the Year Ended 31 March 2021

Prepared by Simply Accounting (Otago) Limited

# Statement of Profit or Loss

## New Zealand Health Education Association For the year ended 31 March 2021

	NOTES	2021	2020
<b>Trading Income</b>			
Sales - New Memberships		1,739	2,644
Sales - Renewal Memberships		16,836	14,192
Sales - Student / Individual Memberships		-	17
Interest Income		537	2,517
HPA Income		-	10,000
MoE Stocktake Income		-	8,825
NEX 2018-2020 Income		56,905	32,515
RSE Project		5,000	-
Stripe Fees Reimbursements		28	20
MHE Guide Review Income		3,000	-
<b>Total Trading Income</b>		<b>84,045</b>	<b>70,731</b>
<b>Gross Profit</b>		<b>84,045</b>	<b>70,731</b>
<b>Expenses</b>			
Administration Salaries		6,825	5,116
Bank Fees		-	-
Conference Expenses		(786)	4,253
Consulting and Accounting		1,970	1,170
Email and Website Expenses		439	222
Executive Expenses		-	4,210
General Expenses		1,001	307
Honorarium Expenses		1,000	1,187
HPA Funding 2019 Expenses		429	10,193
HPE Conference 2021		1,592	-
MHE Guide Review Expenses		2,922	-
MOE Stocktake Expenses		-	7,986
NEX Exp. Administration and Financial Management Fees		900	1,498
NEX Exp. Building NZHEA Capacity		-	1,466
NEX Exp. Facilitation Fees		12,107	12,470
NEX Exp. Kaiarahi Fees		16,581	21,468
NEX Exp. Other Expenses		3,331	1,781
NEX Exp. Project Management Fees		34,273	20,417
NEX Exp. Teacher Release Days (TRD)		636	2,226
NEX Exp. Travel Expenses		2,798	5,685
Postage, Printing and Stationery		244	177
Practice Exams		429	1,300
Resource Development		1,250	2,985
Stripe Fees		30	24
TRCC 2020		-	281



	NOTES	2021	2020
TRCC Expenses		59	-
<b>Total Expenses</b>		<b>88,032</b>	<b>106,422</b>
<b>Net Profit (Loss) for the Year</b>		<b>(3,987)</b>	<b>(35,691)</b>

# Balance Sheet

## New Zealand Health Education Association As at 31 March 2021

	NOTES	31 MAR 2021	31 MAR 2020
<b>Assets</b>			
<b>Current Assets</b>			
<b>Cash and Bank</b>			
Westpac Transaction Account		23,365	31,121
Westpac Online Saver Account		608	608
Westpac Term Deposits		25,000	25,000
<b>Total Cash and Bank</b>		<b>48,973</b>	<b>56,729</b>
Accounts Receivable		10,640	2,640
<b>Total Current Assets</b>		<b>59,613</b>	<b>59,369</b>
<b>Total Assets</b>		<b>59,613</b>	<b>59,369</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
GST		5,323	1,087
Rounding		(8)	(3)
<b>Total Current Liabilities</b>		<b>5,315</b>	<b>1,084</b>
<b>Total Liabilities</b>		<b>5,315</b>	<b>1,084</b>
<b>Net Assets</b>		<b>54,298</b>	<b>58,285</b>
<b>Equity</b>			
Retained Earnings		54,298	58,285
<b>Total Equity</b>		<b>54,298</b>	<b>58,285</b>

# Statement of Changes in Equity

New Zealand Health Education Association  
For the year ended 31 March 2021

	2021	2020
<b>Equity</b>		
Opening Balance	58,285	93,976
<b>Increases</b>		
Profit for the Period	(3,987)	(35,691)
<b>Total Increases</b>	<b>(3,987)</b>	<b>(35,691)</b>
<b>Total Equity</b>	<b>54,298</b>	<b>58,285</b>

# Review Report

## **New Zealand Health Education Association For the year ended 31 March 2021**

**To the members of the New Zealand Health Education Association**

We have examined the books and accompanying financial statements of the New Zealand Health Education Association for the year ending 31 March 2021.

We have obtained all of the information and explanations we required to form our opinion.

In the case of organisations such as this, there is no practical procedure for determining whether all income received has been recorded. Subject to this limitation, in our opinion the financial statements fairly reflect the financial position of the entity as at 31 March 2021.



Simply Accounting (Otago) Ltd

24 June 2021