

New Zealand Health  
Education Association  
(NZHEA)  
Annual Report 2021 - 2022



**NZHEA**

**NZ HEALTH EDUCATION ASSOCIATION**

**September, 2022**

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## Our vision, mission statement and values

<p><b>Vision:</b></p> <p>Quality Health Education is an integral part of young people's learning, development and achievement.</p>	<p><b>Mission Statement:</b></p> <p>NZHEA is a community of professionals that operates with excellence, connectedness and leadership to support health education.</p>
<p><b>Values:</b></p> <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

This year, like those preceding it, has been characterised by challenges, uncertainty and change. In this time of uncertainty and change, the NZHEA executive has worked hard to continue to advocate for quality health education and support its members.

The current executive membership is as follows:

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 were due to meet as an executive early this year to revise our strategic plan, but that was delayed until November. We will meet for two days as an executive in November, with the purpose of revising our strategic plan. We welcome input from all members of the association, in helping us shape our priorities for action moving forward.

This year, we welcomed Vanessa to our team – Vanessa is our administrator and book-keeper and we thank her for the work she's done this year.

The main way in which we are able to support members is through our Networks of Expertise funding from the Ministry of Education. 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 project, we have continued to support teachers, and are looking ahead in relation to how we can support teachers in the face of changes such as the Review of Achievement Standards and the curriculum refresh. A summary of our main activities since last year is as follows:

- Supporting teachers (in clusters or one-on-one in schools) as well as providing online support via email and running zoom sessions on areas of identified PLD need.
- Developing resources as areas of need are identified. We have published:
  - Revised Scholarship HPE guidance
  - Position statement on timetabled time for health education
  - Teaching and learning about consent in health education
  - Planning and support documents for L2 and L3 external assessment
  - Activities to support the August 2022 accord day with a focus on the draft level 2 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, Sparklers.
- Providing online support via email and running zoom sessions on areas of identified PLD need.

- Member only resources: These consist of planning templates, voice-over powerpoints for the draft achievement standards, and practice exams for NCEA level courses. The latter were also made available through the NZQA online practice exams system – a collaboration between us and NZQA.
- Collaboration with the University of Canterbury and Family Planning: Nationwide survey of secondary school RSE teachers' experiences. A research report will be available by the end of this year.
- Presenting at conferences and other PLD events.
- Collaboration with EONZ and PENZ for the 'Embracing Change' conference in Rotorua in July.
- Collaboration with EONZ, Sport New Zealand, and PENZ for the 'Growing Connections and Confidence' webinar series for primary school teachers across 2022.
- Our social media engagement has continued to increase in the past year. We have 1019 'likes' on our NZHEA Facebook page and 1353 members in our NZHEA Secondary Facebook Group. 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 September 1, 2022 our membership is:

- 6 life members (Gillian Tasker, Barbara Bachelor, Barbara Ferguson, Lynne Aldridge, Jenny Robertson, Rachael Dixon).
- 278 paid members, mainly schools, but also organisations, individuals, and students. This is an increase of 19 members compared with this time last year, which itself was a 24 increase on the year before – a consistent level of growth.

## 2020 confirmed AGM minutes

<b>New Zealand Health Education (NZHEA) Annual General Meeting (AGM) Minutes</b>			
<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>		

## 2021 unconfirmed AGM minutes

<b>New Zealand Health Education (NZHEA) Annual General Meeting (AGM) Minutes</b>			
<b>Date</b>	Tuesday 7 Sept 2021	<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, Annie Macfarlane, Alexandra Smith, Jo Lucas.		
<b>Apologies</b>			
<b>Agenda Item</b>	<b>Discussion</b>		
Welcome	Rachael welcomed everyone to the AGM.		
Minutes of AGM held 24/08/2020	Minutes of AGM 24/08/2020 tabled. Motion – That the minutes be received. It was moved that these minutes be passed as a true and accurate account. Libby Paterson, seconded by Shelley Hunt.		
Chairperson’s Report	Rachael and Vicki presented the chairperson’s report for 2021. Report distributed to members present.  It was moved that this report be received Kathryn Wells, seconded by Michelle Ferris.		
Annual Accounts for Financial Year ending 31 March 2021	End of year financial statement and audit report from the accountant were distributed. Discussion around money earned and spent in 2020-2021 <ul style="list-style-type: none"> <li>• Xero has continued to be used as our accounting platform.</li> <li>• The break down in coding through Xero has made it easier to see where funds are being spent and raised.</li> <li>• Consistency in end of year assets from 2020-2021.</li> </ul> It was moved that our financial report be received and accepted. Libby Paterson, seconded by Vicki Nicolson.		
General Business	<ul style="list-style-type: none"> <li>• Alexandra Smith mentioned that the NZHEA resources are high quality for her and colleagues’ work in health and wellbeing in the international space, she thanked NZHEA for the work put into these.</li> <li>• Thank you to Gina for her service to NZHEA to help the organization run smoothly.</li> </ul>		

# Annual Report

New Zealand Health Education Association  
For the Year Ended 31 March 2022

Prepared by Simply Accounting (Otago) Limited

# Statement of Profit or Loss

## New Zealand Health Education Association For the year ended 31 March 2022

	NOTES	2022	2021
<b>Trading Income</b>			
Sales - New Memberships		2,155	1,739
Sales - Renewal Memberships		18,227	16,836
NEX NCEA Income 2021-2023		75,786	-
NEX Baseline Income 2021-2023		130,047	-
NEX Income 2018-2020		-	56,905
Taking Action Resource Income		10,000	-
Interest Income		250	537
Stripe Fees Reimbursements		46	28
MHE Guide Review Income		-	3,000
RSE Project		-	5,000
<b>Total Trading Income</b>		<b>236,512</b>	<b>84,045</b>
<b>Gross Profit</b>			
		<b>236,512</b>	<b>84,045</b>
<b>Expenses</b>			
Administration Expenses	1	12,920	11,509
Advocacy Expenses		2,305	-
Conference Expenses	1	3,266	806
Contract Expenses	1	60,504	75,716
<b>Total Expenses</b>		<b>78,995</b>	<b>88,032</b>
<b>Net Profit (Loss) for the Year</b>			
		<b>157,516</b>	<b>(3,987)</b>



# Balance Sheet

## New Zealand Health Education Association As at 31 March 2022

	NOTES	31 MAR 2022	31 MAR 2021
<b>Assets</b>			
<b>Current Assets</b>			
<b>Cash and Bank</b>			
Westpac Transaction Account		206,783	23,365
Westpac Online Saver Account		608	608
Westpac Term Deposits		25,000	25,000
<b>Total Cash and Bank</b>		<b>232,392</b>	<b>48,973</b>
Accounts Receivable		80	10,640
<b>Total Current Assets</b>		<b>232,472</b>	<b>59,613</b>
<b>Total Assets</b>		<b>232,472</b>	<b>59,613</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
GST		20,657	5,323
Rounding		-	(8)
<b>Total Current Liabilities</b>		<b>20,657</b>	<b>5,315</b>
<b>Total Liabilities</b>		<b>20,657</b>	<b>5,315</b>
<b>Net Assets</b>		<b>211,815</b>	<b>54,298</b>
<b>Equity</b>			
Retained Earnings		211,815	54,298
<b>Total Equity</b>		<b>211,815</b>	<b>54,298</b>

# Statement of Changes in Equity

## New Zealand Health Education Association For the year ended 31 March 2022

	2022	2021
<b>Equity</b>		
Opening Balance	54,298	58,285
<b>Increases</b>		
Profit for the Period	157,516	(3,987)
<b>Total Increases</b>	<b>157,516</b>	<b>(3,987)</b>
<b>Total Equity</b>	<b>211,815</b>	<b>54,298</b>

# Notes to the Performance Report

## New Zealand Health Education Association For the year ended 31 March 2022

	2022	2021
<b>1. Analysis of Expenses</b>		
<b>Administration Expenses</b>		
Administration Support	5,408	6,825
Bank Fees	1	-
Consulting and Accounting	1,133	1,970
Email and Website Expenses	566	439
Executive Meetings	2,550	-
General Expenses	244	1,001
Honarium Expenses	1,000	1,000
Insurance	1,950	-
Postage, Printing and Stationery	13	244
Stripe Fees	54	30
<b>Total Administration Expenses</b>	<b>12,920</b>	<b>11,509</b>
<b>Conference Expenses</b>		
Conference Expenses	-	(786)
HPE Conference 2021	2,992	1,592
HPE Conference 2022	274	-
<b>Total Conference Expenses</b>	<b>3,266</b>	<b>806</b>
<b>Contract Expenses</b>		
HPA Funding 2019 Expenses	1,534	429
MHE Guide Review Expenses	-	2,922
NEX General Expenses	17,602	70,627
NEX Baseline Expenses	18,819	-
NEX NCEA Expenses	6,234	-
Practice Exams	-	429
Resource Development	1,135	1,250
RSE Project Expenses	4,991	-
Taking Action Resource	10,189	-
TRCC Expenses	-	59
<b>Total Contract Expenses</b>	<b>60,504</b>	<b>75,716</b>

# Review Report

## New Zealand Health Education Association For the year ended 31 March 2022

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 2022.

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 2022.



Simply Accounting (Otago) Ltd

6 July 2022