

Board Bulletin



BOARD OF STUDIES NSW

March 1998 - Vol 7 No 2

Board Endorses New HSC Course Structure

The Board of Studies has endorsed a curriculum structure based on the 2 unit structure outlined in the Government's White Paper, *Securing Their Future*.

The key principle that will underlie the new curriculum structure is to provide for the interests and abilities of all students, in all subjects. The new structure and associated syllabuses will be designed:

- to provide opportunities for advanced study in each subject;
- to enable an increased number of students to have access to more demanding study; and
- so that all students are encouraged to achieve high personal standards in the subject.

To assist this to be achieved new syllabuses will specify the range of outcomes, learning experiences, tasks and assessment requirements.

The course structure endorsed by the Board comprises single courses or two differentiated courses (standard and advanced) for a subject, with the potential for extended courses to be offered for some subjects.

It is anticipated that the single course arrangement, comprising four units of study (two preparatory and two HSC) across the two years, will be the structure for most courses. Single courses will encompass, at least, the expected learning outcomes of current 2 unit and 3 unit courses.

Where it can be shown that a single course will not provide for the full range of students' needs and

abilities, two differentiated courses will be available. This arrangement will provide opportunities for students with an aptitude and interest in the subject to undertake advanced levels of study during both the Preliminary and HSC years. Other students will have opportunities to study a foundation course in the subject, comparable in expectations to current 2 unit courses.

Where there are two differentiated courses student performance will be reported on a single subject scale. Student performance in each course will be calibrated on the single scale using common examination questions based on content that is common to both courses. This will mean that students who are successful in the advanced course will be more likely to score the higher marks on the single scale. It is expected that this will encourage students to take the advanced course.

Extended study in subjects will be achieved through the provision of additional time, beyond that in the initial single or differentiated course. This provision will be possible for subjects where there is a demand for standards beyond those provided for in the initial course. The additional courses will build on and extend the content of the examinable units in the initial course.

The Board of Studies has commenced the evaluation of existing subjects. The evaluation will determine the extent to which the subject provision meets the criteria for inclusion in the HSC as listed in the White

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Update on HSIE K-6

Following the consultation on the Human Society and Its Environment K-6 Writing Brief at the end of last year, and the subsequent revision of the writing brief, a project team has been appointed to develop a draft syllabus, due for release in May 1998.

Student work samples are also being collected. The collection of work samples involves a group of 15 schools from across the state and a selection of these work samples will be included in the draft support documents.

Consultations with groups of teachers have been organised in country and city venues during March. This will provide opportunities for work in progress to be presented to teachers for comment, ensuring that what is being developed is both relevant and accessible.

The key target dates in the Human Society and Its Environment K-6 project plan are:

- release of draft syllabus and support documents for consultation — May 1998.
- release of completed syllabus and support documents — October 1998. 

HSC and SC Important Dates

Year 10	
2 Apr	School Certificate entry forms due at the Board.
9 Apr	Requests for special exam provisions for Year 10 students due at the Board.
10–24 Apr	Term 1 Vacation.
27 Apr	Presiding Officers' nominations for the HSC/School Certificate examinations due at the Board.
29 May	Confirmation of entries sent to schools.
19 Jun	Final date for Board Endorsed Course Applications to Board of Studies Liaison Officer.
22 Jun	Amendments to School Certificate entry forms due at the Board.
6–17 Jul	Term 2 Vacation.
20 Jul	Combined <i>School Certificate and Higher School Certificate Presiding Officers' Handbook</i> and associated documents to principals and Presiding Officers.
27–30 Jul	Board Endorsement Panel meeting to consider all new course applications.
31 Jul	Applications for special exam provisions for 1999 Year 10 students sent to schools.
Year 11	
10–24 Apr	Term 1 Vacation.
8 May	Preliminary entry forms due at the Board.
11 Jun	Confirmation of entry schedules sent to schools.
19 Jun	Final date for Board Endorsed Course Applications to Board of Studies Liaison Officer.
3 Jul	Amendments to entry forms due at the Board.
6–17 Jul	Term 2 Vacation.
27–30 Jul	Board Endorsement Panel meeting to consider all new course applications.
31 Jul	Applications for special exam provisions for 1999 Year 12 students sent to schools.
Year 12	
9 Apr	Requests for special exam provisions for Year 12 students due at the Board.
10–24 Apr	Term 1 Vacation.
27 Apr	Presiding Officers' nominations for the HSC/School Certificate examinations due at the Board. Confirmation of entry schedules sent to schools.
15 May	Amendments to HSC entry forms due at the Board.
19 Jun	Final date for Board Endorsed Course Applications to Board of Studies Liaison Officer.
6–17 Jul	Term 2 Vacation.
16 Feb	HSC entry forms and printouts of Board Endorsed and Board Developed Courses sent to schools.
20 July	Illness/Misadventure forms sent to schools. Combined <i>School Certificate and Higher School Certificate Presiding Officers' Handbook</i> and associated documents to principals and Presiding Officers.
24 Jul	Last date for change of HSC Music and Drama course options.
27–30 Jul	Board Endorsement Panel meeting to consider all new course applications.
31 Jul	1998 HSC Examination Timetable sent to schools.

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CHECK YOUR MAILBOX



- ❖ Mathematics K–6 Outcomes and Indicators
- ❖ Mathematics School Certificate Specimen Examination Paper
- ❖ English-literacy School Certificate Specimen Examination Paper
- ❖ School Certificate Course Performance Descriptors for English, Mathematics and Science

The *Board Bulletin* is a regular publication by the Board of Studies NSW. Principals are requested to circulate it among teachers and members of the School Council, P & C and parents. One copy should be filed for reference. Schools may only photocopy this publication for use by teachers, students and parents. Contributions or suggestions for articles are welcome.

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President's Message



It's been a busy start to the year for the Board of Studies. Planning is well under way for the new School Certificate tests in English-literacy and Mathematics to be held this November. Copies of the scope

statements for the tests, as well as Course Performance Descriptors and specimen papers, have been sent to all secondary schools.

With the endorsement of a course structure for the Higher School Certificate, the Board has now initiated the evaluation of existing HSC subjects. The evaluation process, to occur during March, April and May, will examine whether each subject meets the criteria identified in the White Paper and whether it should continue to be offered for the Higher School Certificate. During the evaluation process consideration will also be given to the course arrangement that should apply for each subject. At the end of the evaluation process the Board will receive evaluation reports and arrive at decisions about the extent of revision necessary and the course arrangement.

The evaluation process has been planned to ensure that opportunities exist for teachers and key education groups to comment on the draft evaluation report for each subject prior to its submission to the Board. Advice will be sent to schools on the evaluation schedule for each subject. This information will also be placed on the Board's website.

Two key documents will be sent to primary schools this month – Mathematics K-6 Outcomes and Indicators and the English K-6 Syllabus and support documents. The latter will be accompanied by a principal's package and information for parents and community members on the revised syllabus.

This is my last month as President of the Board of Studies, a position I have held since Sam Weller's retirement last year. It has been a very enjoyable, if somewhat hectic, time. I'd like to thank the education community for their continuing support of the work of the Board of Studies.




Warren A Grimshaw

Use of HSC students' exam answers in Board publications

Every year the Office of the Board of Studies publishes material using actual answers given by students in the previous year's HSC examination. The material is for sale on a cost recovery basis (eg sample answers) or distributed free to schools (eg examination reports).

In past years students have been asked to grant permission for this use by signing a section on their examination vouchers. This portion of the examination vouchers will not appear in 1998 and subsequent years. All samples of students' works in publications issued by the Office of the Board of Studies will remain anonymous, and will be used solely to demonstrate the range of responses.


Students will still be asked to sign vouchers granting permission for the Office of the Board of Studies to use samples of their practical submissions in its publications. 

New Board President appointed

Professor Gordon Stanley has been appointed President of the Board of Studies and will take up his position in late March.


Professor Stanley has just completed a term as Chair of the Canberra-based Higher Education Council and also as Deputy Chair of the National Board of Employment, Education and Training. He was previously in Western Australia, where he was involved in school education policy and links between schools, TAFE and universities.

Professor Stanley's work with young children as a practising psychologist for 20 years has made him very attuned to the importance of the early development of language, literacy and numeracy skills in the primary years. He was Professor of Psychology at the University of Melbourne and later Deputy Vice-Chancellor.

Warren Grimshaw, who has been the President since Sam Weller's retirement last year, will return full-time to his position as Executive Director of the Coffs Harbour Education Campus. 

Board Endorses New HSC Course Structure

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Paper. An outcome of the evaluation will be advice on whether the subject is in need of some revision or redevelopment or whether it should be deleted from the HSC program. During the evaluation process consideration will also be given to the course arrangement that should apply for each subject. The Board will make a decision on course arrangements and the extent of revision or redevelopment at the end of the evaluation process. 



Primary Matters

Update on English K-6

An Executive Summary of the English K-6 Revision Consultation Report will soon be distributed to schools. A copy of the full report can be found on the Board's website:

<http://www.boardofstudies.nsw.edu.au>

HSIE K-6

Margaret Simpson, former principal of Sylvania Heights Public School, has received a Director-General's Award for her contribution to public education. Margaret's outstanding contribution to the Human Society and Its Environment key learning area is well known to primary educators. The members of the Board's HSIE K-6 Syllabus Advisory Committee, who nominated her for the award, were delighted to hear the news. The Board congratulates Margaret on her achievement and wishes her well in her retirement.

Update on HSIE K-6

This year the *Board Bulletin* will include a new section — 'Update on HSIE K-6'. This section will provide information about the progress of the syllabus and support documents prior to the scheduled release in Term 4. You can find the first 'Update on HSIE K-6' on page 1 of this edition.

Science and Technology K-6

Current initiatives being undertaken in the area of Science and Technology K-6 include a work sample project to be produced on CD-ROM, a series of website articles and the development of additional teaching kits.

A work sample project is currently under way with teachers from 14 primary schools across the state. The teachers involved in this project are implementing Science and Technology units of work with their students and collecting samples of students' work, including written texts, plans, models, photographs and video and audio recordings.

A new section of K-6 News on the Board's website is also being developed. It will be entitled 'Science and Technology in Action — Reports from the Classroom'. This will begin with a three-part article, 'Engaging Students in the Design Process', which will follow a unit of work undertaken by a teacher with her Years 5-6 students. Some of the issues discussed will be:

- what to consider when designing;
- the use of learning logs; and
- resource management.

A set of teaching kits (Stages 1, 2 and 3) is currently being developed about using and understanding multimedia.

Personal Development, Health and Physical Education Teaching Kits

Watch Your Step (Stage 1), *Safety First (Stage 2)* and *On the Scene (Stage 3)* are three new books in the Board's PDHPE K-6 Teaching Kit series. Each book relates to the Safe Living strand in the Draft *PDHPE K-6 Syllabus and Support Document (1992)*.

Each book includes:

- background teacher information, safety considerations and suggested teaching strategies, including handling sensitive issues;
- a bank of learning experiences and activities suitable for students achieving at a range of levels across each stage, including pre-activity preparation, activity notes and extension ideas;
- student activity sheets and overhead/blackline masters; and
- suggested assessment strategies and recommended resources.

Six additional books are to be released in this series.

For more information about these projects and primary matters in general, contact Phil Lambert, Inspector, Primary Education on (02) 9367 8199.



Watch Your Step!

Contains activities that focus upon safety in the home, at school, at play, in and around water, and in the city and country. There are four activities that focus on surviving in the outdoor environment — safety in the bush, marine and alpine environments, together with first aid.

Safety First

Comprises activities developed around the five themes: 'Keeping Myself Safe', 'Keeping Safe at Home', 'Using the School Grounds Safely', 'Moving Safely' and 'Surviving in the Elements'. The sixth task provides opportunities to respond appropriately following an accident.

On the Scene

Consists of higher order activities that require students to apply knowledge and understandings within a variety of contexts. The tasks include 'Developing Strategies for Personal Safety', 'Developing Safety Strategies to Use at Home', 'Moving Safely in the Traffic Environment' and 'Responding Safely' when accidents occur.



PDHPE K-6
Teaching Kit

Schools prepare for new School Certificate Tests

Schools have been sent the information necessary to prepare their Year 10 students for the new School Certificate external tests in English-literacy and Mathematics. The tests will be held for Year 10 students on 16 and 17 November, 1998.

Scope statements for Mathematics and English-literacy have been sent to all schools. These scope statements outline the nature and content of the new tests.

Schools have also received copies of specimen test papers for English-literacy and Mathematics. These specimen papers provide both teachers and students with a clear understanding of the test formats.

Course Performance Descriptors for English-literacy, Mathematics and Science were also sent to schools following extensive consultation with interested groups over their development. The descriptors were also placed on the Board's website in December for comment by teachers.

Course Performance Descriptors, which are already used in other subject areas, assist with the allocation

of student grades. They consist of a series of statements that detail the main features of a typical student's achievement at each of five grades from elementary to excellent. Schools allocate student grades by 'matching' their students' achievements in the school's existing assessment program to the descriptor that best fits the student's overall attainment. The corresponding grade for that descriptor is then awarded to the student.

Under the new School Certificate, students will receive their own test results. Previously, students' School Certificate Reference Test results were used to establish a quota of grades that individual schools could award.

Trial external tests will be held this year for Science and Australian History, Geography, Civics and Citizenship. Participation in these tests will be optional. Mandatory testing of Science will be conducted in 1999 and of Australian History, Geography, Civics and Citizenship in 2002.

A professional development program to assist teachers with the implementation of the changes has now commenced. 

About the tests

- The English-literacy and Mathematics tests will focus on the foundation knowledge, skills and understandings that underpin further learning and are drawn from current syllabuses.
- In English-literacy the tests will measure students' ability to use language with an awareness of purpose, situation and audience. Students will need to demonstrate this in the areas of reading, writing, listening and viewing drawn from contexts of everyday communication. **For 1998, the test will not include listening.**
- In Mathematics there will be a single test irrespective of which course students are studying. The focus of the test will come from the syllabus objective 'Working Mathematically'. The single test model has been successfully trialled in schools across the range of student abilities to ensure a test of this kind can challenge the mathematically able students while still allowing students who are less able in Mathematics to demonstrate their achievements.

Premier Awards Students for Excellence in the 1997 HSC

More than 200 Higher School Certificate students with outstanding records of academic excellence were presented with awards by the Premier of NSW, Bob Carr MP, and the Minister for Education and Training, John Aquilina MP, at a ceremony at Darling Harbour on 19 February.

The Premier's Awards for Excellence in the Higher School Certificate, held each year, provide the opportunity to recognise and reward the remarkable achievements and efforts of students in NSW.


This year 43 students were awarded the prestigious Premier's Medal for achieving 90 per cent or higher in all their HSC courses, a tangible measure of outstanding all-round academic excellence. Certificates for Excellence in the Higher School Certificate were awarded to the 165 students who placed first in a course where they achieved a mark over 90 per cent.

'The Premier's Awards recognise those students who excelled in the 1997 HSC, students who through their own diligence and determination, with the support of their teachers and parents, have achieved a level of excellence that deserves to be praised by the community,' Mr Carr said.

Students from all over the state from a wide range of schools received Awards for Excellence.

Mr Aquilina also congratulated the award winners on their achievements.

'Your dedication and success are an inspiration for all HSC students who follow you,' he said.

Over 600 people attended the ceremony, including the recipients, their parents, school principals, and representatives from the Board of Studies NSW, the Office of the Board, the NSW Department of Education and Training, the Catholic Education Commission and the Association of Independent Schools. 

The Brother John Taylor Memorial Prize



The Brother John Taylor Memorial Prize, awarded to students who overcome significant obstacles to achieve academic excellence, was presented by Mr Aquilina to Ms Anh Tran, a former student of Sefton High School, and Mr Anthony McKew, a former student of St Francis Xavier's College, Hamilton.

*Joan Kayrooz, Anthony McKew, Anh Tran and Jim Taylor at the Premier's Awards for Excellence.
Photo: David Lefcovitch.*

Young performers raise the curtain at OnSTAGE 97

A total of 121 talented young actors, designers and directors demonstrated their skills in OnSTAGE 97 at the Seymour Theatre Centre, Sydney, during February.

OnSTAGE 97 showcased the work of 1997 Higher School Certificate Drama students from all over New South Wales. The program included 16 group and 8 individual performances and an exhibition of original scripts and research, set, poster and costume designs and video.

‘The diversity and excellence of this program are an indication of the merit of the Higher School Certificate Drama course and a demonstration of the commitment and expertise that reside in New South Wales schools,’ said Warren Grimshaw, President, Board of Studies NSW.

‘Events such as OnSTAGE show the extremely high quality of work that our students produce statewide.’

Koorringal High School’s group performance, *D.I.D.*, was an example of the high quality of performances in OnSTAGE. Using a newspaper story as its inspiration, the devised work took its audience on a highly comic exploration of mass consumerism. The exhibition works are equally impressive. Meredith Simms of The Hills Grammar School produced publicity materials promoting a




*Students from Our Lady of Mercy College, Parramatta, perform Smiling Fools for OnSTAGE 97.
Photo: David Lefcovitch.*

production of Aristophanes’ *The Frogs*, taking a whimsical approach to the comic, bawdy aspects of Aristophanes’ work while still acknowledging the darker, social satire at its heart.

Students were given the opportunity to display the creative and critical skills they have acquired through their study of HSC Drama to a live audience in a major metropolitan venue.

‘The community was also provided with an insight into the high calibre of the Drama curriculum and the opportunity to appreciate teachers’ dedication and students’ commitment to their work,’ Mr Grimshaw said.

OnSTAGE 97 was a joint project of the Board of Studies NSW and the Department of Education and Training. 

1999 Higher School Certificate and School Certificate Expressions of Interest for Examination Committee Membership

The Board of Studies is seeking expressions of interest from experienced teachers to be part of a team which will set the 1999 Higher School Certificate examinations and the School Certificate tests.

The task of setting external test/examination papers is a rewarding and challenging experience that provides a positive contribution to a teacher's professional development. It is an opportunity for teachers to develop further assessment techniques and enhance examination setting skills.

About the Examination Committee

- Each examination committee is usually made up of secondary teachers and tertiary educators from either metropolitan or country areas.
- Members are appointed annually.
- Members need to be available from the first 1998 meeting until about June of 1999. If you are anticipating taking extended periods of leave that would make you unavailable, you should not apply. The first meeting for subjects with oral/aural examinations will be held in September 1998 and for other subjects, from late October 1998. At this meeting the committee will receive an outline of the examination development and production process, along with specific deadlines.
- Each meeting lasts a full day. The number of meetings varies according to subject. The minimum number of days for setting paper(s) in one course is four days.
- The Board reimburses schools to cover the cost of employing casual staff to relieve teachers who are attending examination committee meetings. In most cases, a four-day relief allowance is available per course.
- Members receive an honorarium of about \$600 per course. A travel allowance of \$80 per course is also paid. Country members are reimbursed for travel and other expenses.
- All committee members must maintain complete confidentiality in relation to all papers and committee discussions and must sign a Statutory Declaration to this effect.

Essential Criteria

You must meet the six essential criteria outlined to be considered for appointment to an examination committee. Read them carefully before you apply, and if you have any queries please contact Christine Arndell on (02) 9367 8229.

These criteria apply to each course in which you will be setting papers.

- You must be an experienced Year 12/Year 10 teacher (whichever is applicable to your application), with the necessary experience to set the examination papers. In general, a minimum of five years recent experience teaching Year 12/Year 10 is considered sufficient.
- You cannot be teaching or tutoring the course to HSC/SC students (whichever is applicable to your application). If you are, the Board will only appoint you under exceptional circumstances.
- If you have written textbooks or study guides in the subject area that are in general use in schools, you cannot be appointed except under exceptional circumstances.
- If you have a close relative sitting the relevant HSC/SC course (whichever is applicable to your application), in general you will not be appointed. A close relative may be a son, daughter or sibling. If you are unsure about the definition of a close relative, contact Christine Arndell.
- You cannot set papers for other school systems, eg Catholic/TAFE/Regional Trials, while on an HSC/SC examination committee.
- You cannot lecture at meetings or study courses for Year 12/10 students and teachers, or speak at any meetings on the content or interpretation of the syllabus or examination specifications.

Should you wish to apply for membership of a 1999 examination committee, please complete the following Expression of Interest Form and return it by 8 May 1998 to:

Ms Christine Arndell
Office of the Board of Studies
GPO Box 5300
SYDNEY NSW 2001
Ph (02) 9367 8229
Fax (02) 9367 8482

1999 Higher School Certificate Examinations and School Certificate Tests — Expression of Interest for Committee Membership Form

Please tick the appropriate box(es).

I would like to be a member of a 1999

Higher School Certificate examination committee.

School Certificate test committee.

Surname: Given name(s): Title:.....

Tertiary qualifications and major study areas:

I have taught in NSW secondary schools/TAFE for years.

(please delete)

Work address	Home address
.....
.....
.....
Phone: ()	Phone: ()
Fax: ()	Fax: ()
Email: ()	Mobile: ()

Preferred address for correspondence: Work: Home

Please complete the table below to show the subjects in which you wish to set papers.

HSC	HSC Subject* eg Economics, Chemistry, Visual Arts	Years teaching subject to Yr 12 HSC students in NSW	Year in which subject last taught to Yr 12 HSC students
SC	SC Subject eg Mathematics, English	Years teaching subject to SC students in NSW	Year in which subject last taught to SC students

* For HSC Maths and English, in the subject column, specify the courses, eg Contemporary English, 3 Unit Mathematics, 2 Unit MIS.

For the subject(s) you have nominated, list your expertise in course options/strands/areas of study, eg in Economics, your expertise may be micro-economics; in Industry Studies, your expertise may be in the Hospitality strand; or in Chemistry, your speciality may be organic chemistry.

.....
.....
.....

For the subject(s) you have nominated, list those courses you expect to teach to students sitting the 1999 exam, eg 2 Unit Z French, 2/3 Unit Economics, 3 Unit English.

- None
- List of Courses:

Please tick the appropriate box(es) to provide additional information about your experience.

- Setting Catholic/TAFE/Regional Trial examinations.
- HSC/SC marking within past 5 years.
- Member of Syllabus Advisory Committee within past 5 years.
- Member of relevant professional association.
- Other.....

For the applicant to complete:

I have the expertise to set test/examination papers in the subjects I have nominated.

Signature: Date:..... / /

Applicant

For the Principal's endorsement:

I recommend/do not recommend the applicant for membership of the examination committee.

Comments:

Signature: Date:..... / /

Principal

Please return this form to the address below by 8 May 1998.

Ms Christine Arndell
Office of the Board of Studies
GPO Box 5300
SYDNEY NSW 2001
Ph (02) 9367 8229
Fax (02) 9367 8482

Timeline for the Revision of Stages 4–5 History and Geography Syllabuses

The Government White Paper, *Securing Their Future*, had as an objective the strengthening of the School Certificate so that this credential has meaning and significance for students, parents and the community. In the learning area of Human Society and Its Environment (HSIE), these changes include a new test for students at the end of Stage 5 on aspects of Australian History, Geography, and Civics and Citizenship.

The Board of Studies has subsequently determined some changes to the mandatory requirements for the HSIE key learning area. These changes are:

- Students commencing in secondary school in 1999 will be required to study 200 hours each of

History and Geography, with 100 hours in each of Stages 4 and 5. This is not an increase in mandatory hours, but is an increased specification of the use of the existing 400 hours in the HSIE key learning area.

- For these students, mandatory study of Australian History and Australian Geography, incorporating Civics and Citizenship, will be undertaken in Stage 5.

To accommodate these changes the Board of Studies has initiated the revision of the History and Geography syllabuses for Stages 4 and 5. These syllabuses will be distributed to schools in Term 4 1998.

TIMELINE

Steps in the syllabus development process	Date
<p>1. Development of the writing briefs</p> <p>This will involve:</p> <ul style="list-style-type: none"> • wide consultation with teachers, parents, professional organisations, academics and community groups about the major issues needing to be addressed in the revision of the syllabuses; • analysis of the input from the consultation to prepare the writing briefs. 	<p>March – April</p> <p>The consultation period will be 23 February to 3 April 1998. Writing Briefs are to be finalised by the end of April.</p>
<p>2. Development of the draft syllabus packages</p> <p>Separate project teams for History and Geography will prepare the draft syllabus packages from the Writing Briefs. The draft packages will include the syllabus, Course Performance Descriptors and sample support material.</p>	<p>May</p>
<p>3. Consultation on the draft syllabus packages</p> <p>The draft packages will be distributed to schools and other interest groups and will be simultaneously available on the Internet. Consultation meetings at venues across the state will also be held during this period.</p>	<p>1 June – 10 July</p>
<p>4. Finalisation of syllabus packages</p>	<p>July – August</p>
<p>5. Distribution to schools</p>	<p>October</p>

Teacher consultation meetings during March

Officers of the Office of the Board of Studies are currently conducting a number of focus groups, consultation meetings and discussions with teachers throughout the state aimed at seeking responses to

the major issues and directions proposed for the revision of the syllabuses.

Enquiries: Virginia Frost or Libby Hegerty
(02) 9367 8150.

1998 School Certificate and Higher School Certificate Marking

Supervisors of Marking – Expressions of Interest

The Board is seeking expressions of interest from highly experienced markers for appointment to the positions of Supervisors of Marking for the 1998 School Certificate Tests and Higher School Certificate Examinations. Application forms were dispatched to all New South Wales high schools and colleges of TAFE during the week ending Friday, 20 March 1998. Schools will be advised at this time of those subjects/courses for which Supervisors of Marking are required.

The Supervisor of Marking is responsible to the Officer-in-Charge of the School Certificate and Higher School Certificate Marking. Duties may include:

- review of Marker applications received and recommendations to the Board for their appointment;
- nomination of applicants/markers for appointment as Senior Markers;
- development of a comprehensive marking plan;
- briefing, debriefing and direction of Markers;
- the accurate marking of all scripts in accordance with principles, standards and procedures established by the Board of Studies;
- liaison with the HSC Consultative and Executive Committee in collaboration with representatives of the Examination Committee to establish the final patterns of examination marks in the subject/course;
- preparation of material required by the Examination Committee for its report to the Board.

Appointment as Supervisor of Marking is an annual appointment. Re-appointment as a Supervisor of Marking is not automatic. All previously appointed Supervisors of Marking must apply in each year that they seek to be considered for the position. No applicant may be appointed to the position (or another Supervisor of Marking position in the same subject area) for a period in excess of five years.

It is anticipated that applicants for the position of Supervisor of Marking will have experience both as a Marker and Senior Marker plus extensive experience in teaching the subject/course. Experience as a member of an examination or syllabus committee is also of benefit.

The closing date for applications for the positions of Supervisor of Marking will be specified on the application form. The 1998 marking venue for each subject/course will also be provided at the time of the dispatch of the application forms.

Employment of Markers

The Board wishes to advise that application forms for Markers will be sent to all New South Wales high schools early in Term 2.

Marking of the 1998 School Certificate Tests and Higher School Certificate Examinations will take place for varying periods between August and December.

Each applicant from 1997 will be sent a personalised marker application form in 1998. These forms are computer-generated, based on the 1997 applications. It is not a guarantee of employment for 1998 nor is it limiting last year's applicants to apply for the same subject.

As a general guide, three years experience teaching the subject/course in NSW at senior secondary level would be regarded as a minimum requirement for appointment as a School Certificate or Higher School Certificate marker. The minimum number of years of teaching is dependent upon the pool of applicants in the particular subject/course. A successful applicant is expected to have recent experience in teaching the course.

Please note: The 1998 School Certificate Tests will be conducted on 16 and 17 November, 1998. School Certificate marking will then commence mid-November 1998. Due to anticipated overlap between the School Certificate and Higher School Certificate marking schedules, applicants will be asked to indicate in priority order their preference to mark either the School Certificate or Higher School Certificate. If there are sufficient successful applicants listing a subject as their first priority, no further consideration will be given to applicants listing that subject as their second, third priority etc. Applicants are encouraged to list as their first priority the subject they are most qualified to mark.

The closing date for applications will be specified on the application form. The 1998 marking venue for each subject/course will also be listed on the application form.

Contact no: (02) 9367 8226, (02) 9367 8183

1998 Higher School Certificate Advice Line

The Advice Line phone-in service is designed to complement the advice available to students from their teachers during school hours. The service was first made available for the 1995 Higher School Certificate and has proved to be a highly successful operation for the past three years. Consequently, it will be available again for the 1998 Higher School Certificate Examinations.

The service will be staffed by experienced teachers and will operate for the large candidature subjects listed below, from Monday, 12 October 1998 until the evening prior to the examination in the particular subject.

Ancient History	Legal Studies
Business Studies	Mathematics – all courses
Computing Studies	Modern History
Economics	PDHPE
English – all courses	Science – all courses
General Studies	Visual Arts
Geography	

It is anticipated that the Advice Line service will be located in the central Sydney metropolitan area. It is proposed to have two separate shifts Monday to Friday (first shift 4–7 pm, second shift 7–10 pm), and two shifts on each Saturday (10 am–2 pm and 2–6 pm) and three shifts on each Sunday (10 am–2 pm, 2–6 pm and 6–10 pm).

Subject Coordinators – Expressions of Interest

The Board is seeking expressions of interest from highly experienced teachers for appointment to the positions of 1998 Higher School Certificate Advice Line Subject Coordinators in the subject/subject areas listed above. Application forms were sent to all New South Wales high schools and colleges of TAFE during the week ending Friday, 20 March 1998.

The Subject Coordinator is responsible to the Operations Manager of the 1998 HSC Advice Line. Duties may include:

- review of Adviser applications received and recommendations to the Board for their appointment;
- development and maintenance of a roster for all appointees;
- briefing, training and direction of Advisers;

- the coordination and supervision of Advisers to ensure the accurate provision of advice in accordance with principles, standards and procedures established by the Board of Studies;
- preparation of a final subject-specific debriefing report, including recommendations for the improvement of the program, for submission to the Board.

Applications are also invited for the positions of Operations Managers. The Operations Managers, together with the Director, Examinations and Assessment, are responsible for the coordination of the Advice Line operation on a day-to-day basis and for the supervision of the Subject Coordinators and support staff. The position requires extensive experience in the management of large-scale programs and a thorough understanding of Board of Studies programs and functions.

For reasons of examination confidentiality, members of Higher School Certificate Examination Committees are not eligible for appointment as Advice Line Subject Coordinators.

Higher School Certificate Supervisors of Marking are eligible for appointment as Subject Coordinators only in exceptional circumstances.

The Operations Managers and all Subject Coordinators will be expected to attend a briefing session of approximately two hours duration prior to the commencement of the selection of Advisers. The Operations Managers and all Subject Coordinators are also required to attend a subsequent all-day briefing for all appointed Advisers.

Attendance at both briefing sessions and the majority of Advice Line shifts is expected.

It is anticipated that the applicants for Subject Coordinator positions will have extensive experience in teaching the subject/subject areas. Marking experience in the subject/course(s) and/or experience such as a member of syllabus committees is also of benefit.

In the subject areas of English, Mathematics and Science, Subject Coordinators will be responsible for the provision of advice across all courses within the subject area. Consequently, applicants are expected to be able to demonstrate a broad range and depth of experience across courses.

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BOARD BULLETIN DATES
FOR 1998

Vol 7 Dispatched to schools week beginning:

No 3	April 27
No 4	May 25
No 5	June 29
No 6	August 10
No 7	September 7
No 8	October 12
No 9	November 2
No 10	November 30

1998 Higher School Certificate Advice Line

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Please note: Persons wishing to apply for the Operations Manager positions must submit their application in writing to the Director, Examinations and Assessment, Office of the Board of Studies. Applications for the position of Operations Manager are to be received by no later than Thursday, 9 April 1998.

The closing date for expressions of interest for the positions of Subject Coordinator will be specified on the application form.

Employment of Advisers

The Board also wishes to advise that application forms for Advice Line Advisers are to be dispatched to all New South Wales high schools and colleges of TAFE early in Term 2.

Applications will be sought from suitably qualified teachers in the subjects/courses listed on page 13.

Subject to the number of applications received, it is anticipated that Advice Line Advisers will be appointed for two to three shifts Monday to Friday and one or two shifts on the weekend.

Preference will be given to applicants currently teaching the course to Year 12 students.

The rate of pay of Advisers will be in line with that negotiated for Senior Markers for the 1998 Higher School Certificate marking. It should be noted that funding is not available for relief. Funding will not be available for travel from country areas.

The closing date for Advice Line Adviser applications will be specified on the application form.

Contact no: (02) 9367 8226, (02) 9367 8183



New Sample Answers

New Sample Answer titles for 1997 HSC are due for release by the end of March 1998. We have selected an especially interesting range for this year, while still maintaining the excellent price of \$15 per title (plus postage of \$3 one item/\$8 two or more items).

- Geography
- Contemporary English
- Business Studies
- Computing Studies
- PDHPE
- Society and Culture PIP Projects
- English 1997 HSC *Best of Writing*

Be quick to order 1997 HSC Geography Broadsheet Packs

There are a very limited number of sets of 1997 HSC Geography Broadsheets available. Due to copyright and budget factors, we were only able to print enough broadsheets to make up 160 packs of 10, so be quick and order now. Each set contains 10 broadsheets and a copy of the examination paper.

Only \$20 per set (plus \$3 postage) but definitely only 160 available.

Reminders

School Certificate English Anthology

The 1997 School Certificate English Anthology is now available (\$10 each plus postage \$3 one item/\$8 two or more items). Included are outstanding responses to the Writing question in the 1997 School Certificate Reference Test in English. 1995 and 1996 anthologies are also available — each selling for \$10.

A new Resource Catalogue will be in schools during April. Check for our 1998 range and prices so your school has all the available resources covering Years K-6, 7-10 and 11-12.

STOP PRESS — APOLOGIES

PDHPE K-6 Resources

In our previous edition the wrong price was published for the PDHPE K-6 books *Watch Your Step!*, *Safety First* and *On the Scene*.

These titles should have been advertised at \$15 each, not \$10. As from the publication date of this *Board Bulletin* the correct price of \$15 will be charged. Any orders received prior to this date will be processed at the advertised price.

Helen Griffin, Marketing Officer
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HSC Musicians Take a Bow in ENCORE 97



*Tina Johnson performs Runaway accompanied by classmates
from Presbyterian Ladies College, Croydon.
Photo: David Lefcovitch.*

Twenty-three young musicians delighted listeners at the Sydney Opera House on February 22 with a variety of solo and group musical performances in ENCORE 97.

This is the ninth year ENCORE has been held. Students presented an exciting program from several musical genres including jazz, classical, popular and contemporary music. The works performed are derived from the students' studies of HSC Music courses.

'The performance was the final outcome of two years' hard work and intensive study by our skilled and creative students, and commitment by their teachers,' said Warren Grimshaw, President of the Board of Studies NSW.

'The quality and variety of the works performed at ENCORE are a tribute to the students and their teachers, and must provide inspiration to other HSC students to reach a similar high level of

achievement.'

The show featured the work of instrumentalists, singers and composers. Original compositions, such as *Hinchinbrook* by Robert Landsdown, Cranbrook School, and *Out of the Blue*, by Sandra Chuang, North Sydney Girls High School, demonstrated the remarkable strength of NSW students' composition skills.

Performances of the song *Runaway* by Tina Johnson of Presbyterian Ladies College, Croydon, and Ravel's *Sonatine* (3rd Movement) by Maria Okunev, Airs High School, Campbelltown, confirm that NSW school students can perform both popular and classical music with flair and technical competence.

ENCORE 97 was compered by 2BL radio presenter Bob Hughes and was a joint project of the Board of Studies NSW and the Department of Education and Training. 