



**ICSEI**

International Congress for School Effectiveness and Improvement

# **International Congress for School Effectiveness and Improvement Limited**

## **Annual General Meeting**

**3.30 pm, Thursday 9 January 2020**

**Marrakech, Morocco**

# AGENDA

- 1. Welcome and introductions – Kim Schildkamp**
- 2. Apologies and proxies**
- 3. Noting 2019 AGM Minutes of ICSEI Pty Ltd & Business Arising**
- 4. Annual President’s Report – Kim Schildkamp**
- 5. Financial Report and Noting of 2019 Annual Financial Report for ICSEI Pty Ltd – Dorothy Andrews**
- 6. Committee and Network Reports**
- 7. Secretariat Report – Sheridan Dudley, Doris McWhorter**
- 8. Appointment of an Auditor**
- 9. Questions to Directors**
- 10. Meeting Close**

# BOARD MEMBERS ICSEI LTD

- **Initial Directors [ICSEI Ltd Constitution – Transitional Board Matters]**
  - **Kim Schildkamp (as President)**
  - **Christopher Chapman (as President-elect)**
  - **Andy Hargreaves**
  - **Dorothy Andrews**
  - **Carol Campbell**
  - **Pierre Tulowitzki**
  - **Chris Brown**
  - **Danette Parsley**
  - **Kristin Vanlommel**
  - **Pasi Sahlberg**
- **Board-appointed Director**
  - **Trista Hollweck**

# NOTING OF AGM MINUTES 2019

**Note: This is the first AGM of the Members of the new not-for-profit charity, International Congress for School Effectiveness and Improvement Limited. There are no previous AGM Minutes for this company, and there are no Annual Accounts, as it has only been trading for 6 months.**

**The first Annual Report and Accounts for the new company will be presented to the 2021 AGM.**

**The Minutes of the 2019 AGM and the 2019 Annual Accounts relate to the previous company, ICSEI Pty Ltd and are therefore included in this Agenda for information and noting only.**

- **Questions or comments**
- **Noting of the Minutes**
- **Business Arising**

# PRESIDENT'S REPORT

- **First ICSEI in Africa, record number of proposals**
- **Established a NFP - all our members now have legal rights and responsibilities exercised through the AGM**
- **Active, committed, and engaged Board**
- **Good functioning governance structure with:**
  - **President and President-elect (will be President and President-elect, for 3 years instead of 2 from 2023)**
  - **Executive Director and Company Secretary**
  - **Rotating Board members instead of losing the entire board**
  - **Standing committees with Board and ICSEI members:**
    - **Standing Committee on Registration and Membership (SCRAM)**
    - **Finance, Risk, Audit and Governance Committee (FRAG)**
    - **Generational Renewal, Inclusion and Diversity (GRID)**
    - **Communications and Knowledge Sharing Committee (C&KS)**
    - **Professional Learning and Networks Committee (PLaN)**

# PRESIDENT'S REPORT

- Financially stable at the moment, but too dependent on yearly conference
- We have a new membership system, new conference management system, new website and web design support
- Planning well underway for ICSEI 2021 in Auckland, NZ
- RFP for future conferences
- Collaboration with Gonski Institute for Education:
  - ICSEI's home office and base for secretariat
  - ICSEI and Gonski symposium on the future of national assessment in Australia, March 12, 2019
  - Gonski scholarship 2020/2021
  - ICSEI and Gonski (PD) events in Australia

# FINANCIAL REPORT AND NOTING OF ANNUAL ACCOUNTS ICSEI PTY LTD

	2019	2018
<b>Conference Trading Statement</b>		
Conference Income	791,781	376,048
Conference Expenses	662,300	197,308
Conference Profit	129,481	178,740
<b>Profit and Loss Statement</b>		
Total Income	134,594	202,649
Total Operating Expenses	219,672	179,015
Net Operating Profit/Loss	(85,078)	23,674
<b>Balance Sheet</b>		
Total Assets	1,928	109,950
Total Liabilities	1,928	85,077
Total Equity	0	85,077

# STANDING COMMITTEE AND NETWORKS REPORTS

- **Finance, Risk, Audit and Governance Committee (FRAG):  
Chair Dorothy Andrews**
- **Standing Committee on Registrations and Membership  
(SCRAM): Chair – Pierre Tulowitzki**
- **Communications and Knowledge Sharing Standing  
Committee: Chair – Carol Campbell**
- **Generational Renewal, Inclusion and Diversity (GRID): Chair –  
Andy Hargreaves**
- **Professional Learning and Networks Standing Committee  
(PLaN): Chair – Kim Schildkamp**
  - **Networks: Joint Co-ordinators – Chris Brown and Kristin  
Vanlommel**



# FINANCE, RISK, AUDIT AND GOVERNANCE (FRAG)

- Management of the financial transition arrangements from ICSEI Pty Ltd to ICSEI Ltd
- Overseeing the Congress Budget for 2020
- Establishment of a Risk Register
- Future responsibilities:
  - Financial management and reporting
  - Governance policies and legal compliance
  - Maintaining Risk Register
  - Board Members elections

# STANDING COMMITTEE ON REGISTRATIONS AND MEMBERSHIP (SCRAM)

- Re-designed membership and conference management processes
- Implemented new membership and conference management systems
- Designed and implemented new processes for review of proposals and program planning

# COMMUNICATIONS & KNOWLEDGE SHARING STANDING COMMITTEE

- 2 sub-committees: Publications; Social Media
- Updates in 2019:
  - New monographs completed:
    - Edited Special Issue: *Education in Morocco*.
    - Hughes, J. & Morrison, L. *Re-Making School Culture: The Impact of Maker Pedagogies on the Teaching and Learning Process*.
    - Owens, R. *Awareness-Based System Leadership: Co-creating Eco-systems for School and Network Improvement in Australia*.
    - Riley, K. *Leadership of Place: Transforming Schools into Places of Belonging*.
  - Plans for a refreshed monograph series in 2020.
  - Newsletters:
    - ICSEI 2019 Special Congress Issue (Stavanger)
    - ICSEI Vol. 10 Issue 1
    - ICSEI Brief
  - Plans for Book Review Series
  - Social media strategy:
    - Twitter @ICSEIglobal (over 3000 followers, keep tweeting #ICSEI2020)
    - Facebook page
    - LinkedIn group
- Social media profiles for ICSEI Networks (Twitter, Facebook):  
@ICSEI\_PLN; @IcseiP; @ICSEI\_DataUse; @ ICSEI\_ELN; @ICSEIMoREI; @ Icsei\_3P;  
#ICSEI\_ECEC

# GENERATIONAL RENEWAL, INCLUSION AND DIVERSITY (GRID)

- **Standing Committee of 14 members**
- **Chair from 2020 – 2021: Danette Parsley**
- **Spotlight Session – talk-style show for ICSEI 2020**
- **Extreme After Dinner Speakers platform for diverse speakers**
- **Foundation Years Forum for Generational Renewal**
- **Further work will focus on:**
  - **Creating and monitoring GRID platforms and formats in Congress program**
  - **Broadening membership**
  - **Raising GRID concerns and questions in ICSEI operations**
  - **Contributing to reviews of country host proposals**

# PROFESSIONAL LEARNING AND NETWORKS (PLAN) STANDING COMMITTEE

- **Networks:**
  - Exploring the role and nature of networks
  - ICSEI invited symposium at AERA organized by PLN network: Professional Learning Networks In Education: Tearing down boundaries for school and system improvement (April 17-21, 2020, San Francisco, USA)
  - ICSEI invited symposium at EARLI SIG 18 Educational Effectiveness & SIG 23 Educational Evaluation, Accountability and School Improvement conference September 2020 organized by data use network (September 7-9, 2020, Freiburg, Germany)
    - Opportunity for Graduate Students in network leadership
- ICSEI regional event February 21, 2020 in Glasgow, Scotland
- Exploring new ways to offer professional learning opportunities for members between conferences (e.g., webinars, regional conferences, summer schools). Suggestions welcome!
- RFP for new members

# SECRETARIAT REPORT

## SHERIDAN DUDLEY – COMPANY SECRETARY

### Governance:

- Transition to NFP company
  - ICSEI Limited established as NFP public company 5 February 2019
  - Registered as a charity 23 May 2019
  - Full tax exempt status granted 29 May 2019
  - Commenced trading end June 2019.
  - All assets and liabilities of ICSEI Pty Ltd transferred to ICSEI Ltd
  - ICSEI Pty Ltd wind up in progress
  - From 2020, elections for one third of elected Directors each year
  - Full transition complete by 2023
- Ensuring corporate regulatory and charitable status compliance
- Board meeting secretariat support
- Maintaining ICSEI public office at Gonski Institute, UNSW

# SECRETARIAT REPORT

## DORIS MCWHORTER – EXECUTIVE DIRECTOR

### Administration and Operations

- New conference management system configured and introduced for ICSEI 2020
- New conference app piloted at ICSEI 2020
- New membership system established for ICSEI Ltd
- One time membership discounts for ICSEI Pty Ltd members to facilitate transition from individual renewal dates to annual renewal date - 1 July
- Annual membership fees for all ICSEI members due as of July 1, 2020
- New website and website design support services
- New bank accounts, accountants, auditor to support ICSEI Ltd financial operations, reporting and accountability
- ICSEI Pty Ltd contracts transferred to ICSEI Ltd where applicable
- Ongoing support to Board and Executive Committee, ICSEI Sub-Committees and Networks
- Board team support to ICSEI 2020 Congress Organizing Committee (Kim Schildkamp, Pierre Tulowitzki, Doris McWhorter)
- Board team support to ICSEI 2021 Congress Organizing Committee (Dorothy Andrews, Chris Chapman, Doris McWhorter)

# MEMBERSHIP

## 2018 ICSEI Pty Ltd

Standard	354
Institutional	32
Student	33
Low-mid income	16
Low income	67
<b>Total:</b>	<b>502</b>

## 2019

- ICSEI Pty Ltd New and renewal memberships ceased
- ICSEI Limited Memberships opened July 2019

## 2020 AGM ICSEI Limited

Regular	182
Students	6
Low income countries	4
Mid/lower income	5
Institutional	31 (4 organizations)
<b>Total</b>	<b>228</b>



# APPOINTMENT OF AUDITOR

- **Members of company must appoint or remove auditor.**
- **ICSEI undertook an EoI and interview process for Auditors and Accountants.**
- **Successful proponent was StewartBrown – auditors for many not-for-profit charities in Australia and now appointed as ICSEI’s Accountants.**
- **The Board recommends to the Members:  
That StewartBrown be appointed as Auditors of ICSEI Limited.**

# QUESTIONS TO DIRECTORS

**Any questions to Directors**