



International Congress for School Effectiveness and Improvement

Terms of Reference:

Professional Learning and Networks Committee (PLaN)

Name	Professional Learning and Networks Committee (PLaN)
Role and Purpose	The primary role and purpose of PLaN is to engage in online and face-to-face professional learning and network activities with and for our members to create additional value to our members, to create a vibrant learning community, to ensure that there is a better conjoin between networks and ICSEI activities, and to create additional revenue for ICSEI to remain a financially healthy organization. We will use the additional revenue to give back to education, for example, by giving out scholarships to promising students, and by sponsoring more people from developing countries to attend ICSEI conferences
Objectives	The objectives of PLaN include: 1) to develop activities that leverage the knowledge of our networks and of our members, and which are designed to generate further revenue for ICSEI (e.g. masterclasses); 2) to promote activities that add value to the membership, potentially grow the membership base, while also showcasing the expertise of networks (e.g. through running regional conferences, organizing speaker tours in collaboration with Gonski, organizing online activities); 3) to promote the learning of our members by seeking to link network activity to innovative possibilities, such as grant applications, courses, and webinars.
Authority and Delegation	PLaN will develop action plans and recommendations for approval by the board. The Committee may not make policy decisions or incur expenditure outside Budget, without approval by the Board (or the Executive Committee if the matter is urgent) unless these matters have been previously specifically delegated to the Committee. Limits of Decision Making The Committee may not make policy decisions or incur expenditure outside Budget, without approval by the Board (or the Executive Committee if the matter is urgent) unless these matters have been previously specifically delegated to the Committee. Any Board delegations to the Committee are subject to their being exercised in accordance with: <ul style="list-style-type: none"> • The Constitution. • ICSEI policies, including the Code of Conduct and the Ethical Statement. • The Budget approved by the Board. • Any requirements on reporting and making recommendations to the Board.
Reporting lines	PLaN is appointed by and reports to the Board of ICSEI
Membership	Minimum of 3 Board members.

	In attendance: Company Secretary, Executive Director as required
Secretariat	Executive Director
Terms of Office	12 months from ICSEI Congress or from date of appointment until following ICSEI Congress. Board membership is reviewed at the Board meeting at the ICSEI Congress.
Quorum	3 Members.
Meetings per year	Minimum 3 meetings
Current membership (updated 26 May 2020)	Chair: Kim Schildkamp Members: Chris Brown, Chris Chapman, Trista Hollweck, Kristin Vanlommel, Deborah Netolicky, Miriam Mason

These Terms of Reference were approved by the Board of ICSEI on 26 May 2020.