



**International Congress for School Effectiveness and Improvement**

**Terms of Reference:**

**Strategy, Professional Learning and Networks Committee (SPLaN)**

<b>Name</b>	<b>Strategy, Professional Learning and Networks Committee (PLaN)</b>
<b>Role and Purpose</b>	The primary role and purpose of SPLaN is to provide ongoing strategic advice and direction to for the organization and ensure synergy between the strategic intent and operationalization of professional learning and network activity. 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.
<b>Objectives</b>	<p>The objectives of SPLaN include:</p> <ol style="list-style-type: none"> <li>1) to support implementation of ICSEI’S new strategic plan as approved by the Board in March 2023.</li> <li>2) to grow and diversify ICSEI membership to ensure ICSEI’s sustainability, regional visibility, and intergenerational renewal.</li> <li>3) to identify and seek funding from private and public foundations, publishers, and journals to support congress attendance for ICSEI members from lower-income countries.</li> <li>4) to map the relevant organisations, consortia, and networks that ICSEI might like to connect with and using ICSEI’s values to inform and prioritize outreach.</li> <li>5) to generate possible scenarios for virtual and face-to-face congresses, regional events, workshops, and other network events that are designed to generate further revenue for ICSEI (e.g. masterclasses, workshops, speaker series).</li> </ol>
<b>Authority and Delegation</b>	<p>SPLaN 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.</p> <p><b>Limits of Decision Making</b></p> <p>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.</p> <p>Any Board delegations to the Committee are subject to their being exercised in accordance with:</p> <ul style="list-style-type: none"> <li>• The Constitution.</li> <li>• ICSEI policies, including the Code of Conduct and the Ethical Statement.</li> <li>• The Budget approved by the Board.</li> </ul>

	<ul style="list-style-type: none"> <li>Any requirements on reporting and making recommendations to the Board.</li> </ul>
<b>Reporting lines</b>	SPLaN is appointed by and reports to the Board of ICSEI
<b>Membership</b>	Minimum of 3 Board members. In attendance: Company Secretary, Executive Director as required
<b>Secretariat</b>	Executive Director
<b>Terms of Office</b>	12 months from ICSEI Congress or from date of appointment until following ICSEI Congress. Board membership is reviewed annually, typically at the Board meeting following the ICSEI Congress.
<b>Quorum</b>	3 Members
<b>Meetings per year</b>	Minimum 4 meetings per year
<b>Current membership</b>	Chair: Jim Spillane Members (2024): Melanie Ehren, Danette Parsley, Sara Romiti, & Kristin Vanlommel.

These Terms of Reference were approved by the Board of ICSEI on 21 March 2024.