



ACAMIS Annual General Meeting (AGM) Minutes

Friday, April 26, 2024

2:15 pm – 4:00 pm

Hangzhou International School

Board Members:

Present (in-person):

Steve Moody, President; Bill Elman, Vice-President; Jeffry Stubbs, Board Officer; Dr Howard Stribbell; Dr. Clare McDermott; Dr Lily Liu, Daniel Legault

Other:

Appointed Board Member, Stephen Dare, Treasurer

Executive Office Attending:

Tom Ulmet, Executive Director; Alexa Wang Operations Manager; Wendy Fan, Sponsor Manager; Emily Chan, Accountant

AGM Representatives of Member Schools (see attached list - Page 6-7)

86 member schools attended the live AGM. A quorum of members, with 92 members, is 46 and this requirement was met.

Welcome from the President – Steve Moody

- A warm welcome was extended to the Heads of Schools and designated representatives. It is a good feeling to be connected live again.
- Current Board Members were introduced
- Executive Director and Executive Office staff were introduced
- Review ACAMIS Purpose
 - broaden the learning opportunities for students of all ACAMIS member schools in a total program of education, especially in sports competitions and arts and culture;
 - advance the professional development of staff of member schools;
 - facilitate communication and cooperative action among member schools;
 - promote understanding and international friendship through the activities of member schools;
 - cooperate with other organisations and individuals pursuing similar purposes as ACAMIS.
- Heads were reminded to sign the attendance roster
- AGM Agenda was reviewed.

Treasurer's Report - Stephen Dare

- An overview of ACAMIS Dashboard of the revenue and expenses of the past three years was presented. It shows a steady recovery from the operating deficits and a declining investment fund during two COVID years.
 - Net Assets-Book Value showed
 - 2022 US\$ 1,236,037
 - 2023 US\$ 1,342,461
 - 2024 US\$ 1,501,740
 - An Independent Auditor's Report by East Asia Sentinel Limited was presented.
 - TO THE COUNCIL MEMBERS OF
ASSOCIATION OF CHINA AND MONGOLIA INTERNATIONAL SCHOOLS
In our opinion, the financial statements give a true and fair view of the financial position of the Association as at 31 July 2023, and of its surplus and its cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standard for Private Entities ("HKFRS for Private Entities") issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA") and have been properly prepared in compliance with the Hong Kong Societies Ordinance.
 - We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.
 - Investment Account:
 - In 2020 the investment was transferred to the US to ensure greater safety through registration as a 501c3 non-profit organization. The filing was approved on April 15, 2021 and now recognized in the US. The status allowed ACAMIS to invest in a wider range of more secure investments with lower fees. James Barnette from the LPL Financial Group continues to be our advisor.
 - ACAMIS Investment Fund (Reserve)

Starting Value, July 31, 2021	\$1,100,000.00
Low, October 31, 2023	\$ 901,289.73
Current, March 24, 2024	\$1,044,509.45
Gain since Oct 31, 2023	\$ 143,219.72
- There were no questions about the presentation.

Constitution Amendment 1 Green = add, Red = Delete

Article 1, Section B Description

ACAMIS international schools include preschools/**kindergartens**, **elementary** **primary** schools and secondary schools of international character and are further defined as those that:

- are located in China, HK SAR, Macau SAR, Province of Taiwan and Mongolia;
- are governed by their own school board or other competent educational authority and led by an appropriately qualified school Director, Head, Superintendent, etc. who oversees the day to day operations of the school;

Replaced by this

ARTICLE VII - NOMINATIONS AND ELECTIONS

The Board Nomination Committee shall be convened at least six weeks prior to the AGM to solicit candidate applications to fill vacancies on the Board of Directors. When considering composition, the Board will be guided by a desire for diversity that takes into account to some extent region, gender, nationality, size and type of school, experience, and skills. Those selected to fill vacancies will be presented to the membership for ratification at the AGM. A new term commences after the AGM.

Motion: to accept the change of Article VII to the wording shown above

Made by Darren Skov Seconded by

Vote for the amendment 84-0

Ethical Practices Statement

Proposed Diversity, Equity and Inclusion Statement

“The Association of China and Mongolia International Schools (ACAMIS) actively promotes diversity, equity, and inclusion throughout its programs, events, relationships and member schools. Aligned with the ACAMIS Constitution ACAMIS fosters an inclusive and equitable environment that values and respects the unique backgrounds, perspectives, ethnic and gender differences and contributions of all its members.”

A vote of approval by the membership will increase awareness of ethical conduct on this important issues as well as provide positive guidance for members.

Motion: to accept the Ethical Practices Statement as proposed.

Made by Seconded by

Vote for the amendment 84-0

Board Election – Bill Elman, Vice-President

The Election process was explained by Vice-President, Bill Elman, In accordance with procedures in the Constitution that were ratified unanimously by the membership, the ACAMIS Board of Directors reviews applicants for Board vacancies, taking into account regional and gender diversity, and then approves a slate of candidates at the Board of Directors meeting preceding the AGM, to be presented for the endorsement of the membership at the AGM.

All member Heads were informed in writing in advance of the AGM of the two vacancies of elected members to filled on the Board of Directors in the official call for nominations released on 17 March, 2024.

1. Jeffry Stubbs (Hangzhou International School). The three-year term of the current President to expire at the 2024 AGM.

2. Howard Stribbell (Canadian International School of Guangzhou). He is stepping down to take on a comprehensive leadership role in his organization and will no longer be Head of School.

For informational purposes:

Stephen Dare (Hong Kong Academy). After many years of service as elected Treasurer, when his term expired at the 2023 AGM, the Board appointed him in accordance with the Constitution to serve as Treasurer one additional year as a non-voting member. As he is departing HKA at the end of this school year, he is standing down and his appointment will cease.

Bill Elman explained to the membership that in accordance with the Constitution the Board of Directors had proposed two candidates at the Board Meeting the day preceding the AGM (25 April 2024). BE then asked the candidates for the vacancies to introduce themselves. He then called on the membership for a motion to endorse the slate presented:

- Lorne Schmidt, The International School of Macao
- Addie Loy, International School Nanshan Shenzhen

Motion to endorse the slate of candidates presented by the Board: moved by. /seconded by Laurie McLellan (NIS). The candidates were elected by show of hands and no dissenting votes, 84-0

Executive Director's Report - Tom Ulmet

All six conferences this year had record attendances:

TU pointed out the many benefits of membership in ACAMIS and then reminded Heads of the **Obligations of Membership**

- Complete the annual Excel Database of your key school positions by end of August
- Designate an ACE representative
- If possible designate a Professional Development representative
- Inform ACAMIS if you as Head of School will be leaving
- Submit annual membership payment by October 1
- Plan for the Head, A.D. and ACE representative to attend the annual conference
- Encourage your staff to participate in the Five ACAMIS Conferences
- Encourage and support teachers to serve on ACAMIS peer to peer planning committees
- Participate in hosting events

We rely on Special Planning Committees

- Spring Leadership Conference Host School Organizing Team
- Athletics and ACAMIS Cultural Enrichment (ACE) Events
- Chinese Language Teachers Network (CLTN)
- English Language Learning (ELL)
- Early Childhood Education (ECE)
- Technology Committee
- Robotics Committee

- Conference for Arts Committee
- No committee member will be named without the Head's approval

Cost Effective Professional Development

- Programme development by ACAMIS teachers and leaders
- Early registration discounts for members
- No out of country flights for most of you
- Fewer days lost at school due to travel days
- Reasonable accommodation costs
- Savings from 20 discounted member registrations are equivalent to saving half the annual membership fee
- Plan ahead and budget for greater involvement and greater savings.

New Developments

- ACAMIS Digital Art
- Student Virtual Film Festival
- ACAMIS/PD Academia Peer Learning Communities (PLC)
- Free Heads' PLC
- Student Leadership Workshop
- ACAMIS Conference for the Arts, March 2024

Workshops for Staff and Peer Learning Communities

- Six Live Workshops for school staff through PDAcademia
 - Peer Learning Communities
 - Four categories with 39 Groups
 - About 900 participants
 - Is Your School offering a PD Event? Share it with us and we will post it on our website and share with our members.
- Presentation by Platinum Sponsor Toddle
 - Presentation by Platinum Sponsor Gaila
 - Presentation by Michael Iannini of PDAcademia
 - ISC Research Presentation by Adam Gray-Sims
 - Presentation by Julian Fisher of Venture Education on ACAMIS Annual Survey

The Floor was opened to questions from the membership. There being none, the meeting was adjourned at 4:00 pm.

Respectfully submitted,
 Alexa Wang
 Operations Manager