



**ACAMIS Annual General Meeting (AGM)  
Friday, April 16, 2021; 10:30 am – 12:00 noon  
Keystone Academy, Beijing**

**Present:**

**Board Members:**

Steve Moody, President; Bill Elman, Vice-President (attending virtually);  
Stephen Dare, Treasurer (attending virtually); Jeffrey Stubbs, Secretary;  
Howard Stribbell, Patrick Hurworth, Caroline Taylor

**Executive Office (attending virtually):**

Tom Ulmet, Executive Director  
Angie Lee, Executive Officer

**AGM Representatives of Member Schools** (see attached list - Page 5-6)

**1. Welcome by President Steve Moody**

- A quorum was accounted for before the meeting commenced
- A warm welcome was extended to Heads of Schools and designated representatives
- Current Board Members were introduced
- Executive Director and Executive Officer were introduced
- Heads were reminded to sign the attendance roster
- ACAMIS Purpose was reviewed
  - Broaden the learning opportunities for students of all ACAMIS member schools in a total program of education, especially in sport 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.
- Four main Strategic Directions were reviewed
  - Identity and Growth: Maintain our unique identity as we grow the organization
  - Student Voice and Action: Expand the scope and form of services for students
  - Professional Sharing and Learning: Expand the provision of relevant PD opportunities
  - Sustainable ACAMIS
- AGM Agenda was reviewed

**2. Treasurer's Report** was virtually presented by Treasurer, Stephen Dare.

- An overview of the ACAMIS financial fiscal year ended as of July 31,2020 was presented. The Association was impacted by COVID that resulted in cancellation of events and a decrease of revenues. Despite the uncertainties, the Association remains in good financial condition as China relaxes COVID restrictions which allows us to resume conference services and factor in the strategic initiatives. We anticipate a positive outlook going forward.
- An overview of the Annual ACAMIS Audit for fiscal year 2019-2020 conducted by East Asia Sentinel Limited in Hong Kong was presented, assuring the members of good financial standing. "In our opinion, the financial statements give a true and fair view of the financial position of the Association's as of 31 July 2020 and of its surplus and cash flows for the year then ended in accordance with Hong Kong Financial Reporting Standards 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."
- As Raymond James withdrew their investments overseas last year, the current investment funds will be transferred to LPL Financial, following similar investment strategies.
- The application for 501c3 (non-profit status) in the United States was approved.
- There were no questions from the members.

### **3. Board Election**

Within the normal cycle of three-year terms, the terms of Jeffrey Stubbs and Patrick Hurworth expired this year.

The Election process was conducted by Vice-President Bill Elman. All member Heads were reminded that they were invited to submit nominations in January and that the biographies of the two candidates were distributed to members two weeks before the election.

**Change of Board Members:** Board member Patrick Hurworth will be leaving as Head of International School of Beijing. Jeffrey Stubbs will stand for re-election for his third three-year term.

#### **There were two candidates for two vacant elected positions:**

- The two candidates were: Rachel Dent and Jeffrey Stubbs
- Bill Elman asked the candidates to introduce themselves and then called on the membership to vote for the slate presented.

President Steve Moody then presented the candidates to the membership for a vote and called for a motion from the membership.

#### **Election of Board Candidates :**

Motion Made by Douglas Prescott from Canadian International School of Beijing, Seconded by Greg Smith from Shekou International School.

**Motion:**

**It is moved to elect the candidates Jeffrey Stubbs and Rachel Dent as Board Members as proposed by the Board.**

The two candidates were elected to the Board:

Jeffrey Stubbs for a three-year term

Rachel Dent for a three-year term.

The motion was approved by unanimous vote.

**4. Executive Director Report** was presented by Tom Ulmet

- Announcement of Conferences and Host Schools for 2021-2022.
- Presentation illustrated the following:
  - Introduction of Executive Office Functions
  - Obligations of membership
    - Complete the annual excel database of your key school positions by end of August
    - Designate an ACE representative
    - Designate a professional development representative
    - Inform ACAMIS if a Head of School will be leaving
    - Submit annual membership payment by October 1
    - Plan for the Head, AD and ACE representative to attend the annual conference
    - Encourage 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 to enjoy the member school rate
  - Special Planning Committees
    - Currently ACAMIS organizes special committees or groups for:
      - Spring Leadership Conference Host School Organizing Team
      - Athletics
      - ACE events
      - Chinese Language Teachers Network
      - English Language Learning
      - Early Childhood Education
      - Technology Planning Committee
      - Robotics Committee
    - The Heads must issue approval to confirm selection of their staff to become committee members
  - Cost effective professional development
  - Additional Membership Inquiries
  - New Developments
    - ACAMIS Annual Survey
    - ACAMIS Virtual Film Festival
    - ACAMIS/PDAcademia Virtual Workshops
    - Virtual Participation in conferences

**5. Presentation by Michael Iannini of PDAcademia**

- Introduced upcoming Online and Face to Face PD Courses
- Will Identify PD Coordinators of each member school to share staff's professional development needs
- Further information can be found on the website:  
<https://www.acamis.org/professional-development/acamis-online-pd-programs>

**6. Presentation by Xiaohang Sumner from Search Associates, Issues with Teacher Recruitment**

**7. Questions:**

The Floor was opened to questions from the membership. There being none, the meeting was adjourned at 12:00 noon time.

Respectfully submitted,

Angie Lee  
Executive Officer

## Member Schools Represented at the AGM: Present 58, Absent 19

### Attended Virtually

Total Members 77: Percent Present 75%, Quorum Present

2020 ACAMIS AGM				
Keystone Academy - Beijing, China				
April 16, 2021				
	SCHOOL	NAME OF HEAD OR DESIGNATE		
1	Access International Academy Ningbo	Ryan	Godlewski	Head
2	American International School of Guangzhou	Kevin	Baker	Head
3	Australian International School of Hong Kong	Howard	West	Head
4	Beijing City International School	Julie	Lawton	Head
5	Beijing International Bilingual Academy	Albert	Van Der Gugten	Designate
6	Beijing World Youth Academy	Lichen	Wang	Designate
	The British International School of Shanghai Puxi Campus	Joseph	Westwood	Designate
7	Canadian International School of Beijing	Douglas	Prescott	Head
8	Canadian International School of Guangzhou	Gary	Rehman	Head
9	Canadian International School of Hefei	Peggy	Mitchell	Head
10	Chengdu International School	Jennifer	Birdsong	Head
11	Chinese International School	Juan	Elizalde	Designate
12	Concordia International School Shanghai	Curtiss	Larson	Designate
13	Dalian American International School	Blair	Lee	Head
14	Discovery College	Amy	Freed	Designate
15	Dulwich College Beijing	Anthony	Coles	Head
16	Dulwich College Shanghai, Pudong	Caroline	Taylor	Head
17	Dulwich College Suzhou	Mike	O'Connor	Head
18	Hangzhou International School	Jeffrey	Stubbs	Head
19	Harrow International School Beijing	Rachel	Dent	Head
20	Hong Kong Academy	Stephen	Dare	Head
21	International College Hong Kong -Hong Lok Yuen	Derek	Pinchbeck	Head
22	International School of Beijing	Patrick	Hurworth	Head
23	International School of Dongguan	Kelly	Kramer	Head
24	International School of Nanshan Shenzhen	David	Swanson	Head
25	International School of Qingdao (MTI)	Ben	Yap	Head
26	International School of Tianjin	Steve	Moody	Head
27	International School of Ulaanbaatar	Bill	Elman	Head
28	Ivy Collegiate Academy	John	Cheska	Head
29	Kaohsiung American School	Daisy	Chang	Designate
30	Keystone Academy	Malcolm	McKenzie	Head
31	Nanjing International School	Arek	Owczarek	Designate
32	Nansha College Preparatory Academy	Aracelis	Maldonado	Head
33	Nord Anglia International School Shanghai Pudong	Lesley-Ann	Wallace	Head
34	Qingdao Amerasia International School	Christopher	Vicari	Head
35	Qingdao No. 1 International School of Shandong Province	Michael	Page	Head
36	QSI International School of Chengdu	Claire	McDermott	Head
37	QSI International School of Shenzhen	John	Shirley	Head
38	Renaissance College	Harry	Brown	Head
39	Shanghai American School Puxi Campus	Marcel	Gauthier	Head

40	Shanghai Community International School – Hongqiao Campus	Daniel	Eschtruth	Head
41	Shanghai Livingston American School	Faustina	Martinez	Head
42	Shanghai Singapore International School	Billie	Leong	Head
43	Shekou International School	Greg	Smith	Head
44	Suzhou Singapore International School	Samer	Khouri	Head
45	TEDA Global Academy	Yvonne	Williamson	Designate
46	The International School of Macao	Howard	Stribbell	Head
47	Tianjin International School	Ryan	Witt	Head
48	Utahloy International School Guangzhou	Michael	Wylie	Head
49	Utahloy International School Zengcheng	Sebastien	Pelletier	Head
50	Western Academy of Beijing	Marta Medved	Krajnovic	Head
51	Western International School Shanghai	Greg	Brunton	Head
52	Xi'an Liangjiatan International School	Lily	Liu	Head
53	Yew Chung International School of Beijing	Paul	Bawden	Designate
54	Yew Chung International School of Chongqing	Ian	Ward	Head
55	Yew Chung International School of Hong Kong	Andrew	Finn	Head
56	Yew Chung International School of Qingdao	Stephen	O'Connor	Head
57	Yew Chung International School of Shanghai – Pudong Campus	Damien	Hehir	Head
58	Yew Chung International School of Shanghai – Puxi Campus	Ryan	Peet	Head