

NAACE AGM - Minutes

Date: 3rd Feb 2025

Time: 4pm

Attendees: Gavin Hawkins, Phil Blackburn, Ed Fairfield, Joe Basketts, Allison Allen, Sarah Morgan, Andrew Davis, Carol Port, Matt Rogers, Uginia Urwick

Apologies: Christina Preston, Patrick Flynn, Juliet Joy, Peter Lillington, Deb Lyons

The meeting commenced with a brief discussion about the attendance and proxies, confirming that there were five proxies present.

Apologies and Attendance

- The meeting confirmed attendance and noted the apologies received – all given as Proxies to GH and PB

Annual General Meeting (AGM)

- The agenda for the AGM was outlined, focusing on the approval of annual reports and accounts.
- The minutes from the previous AGM were reviewed and approved.

Annual Report Highlights

- Key points from the annual report were presented:
 - Successful transition to the new ERF platform.
 - Significant increase in school memberships, largely due to the Northern Ireland contract.
 - Ongoing development of resources for the new ERF.
 - The need for updates to the ERF content to incorporate current digital standards and innovations.

Financial Overview

- The financial report indicated an increase in income and a decrease in expenditure compared to the previous year, although a deficit still exists.
- Strategies to improve financial stability were discussed, including marketing efforts and increased assessment fees.

Priorities for 2024-25

- The board outlined priorities, including:
 - Enhancing school improvement opportunities.
 - Addressing gaps in digital capability and cybersecurity within the ERF.

- Increasing awareness and usage of the ERF among schools and managed service providers.

Elections and Board Membership

- The board discussed upcoming elections to fill vacancies and the co-option of new members, including Christina Preston and Matt Clegg

School Improvement Partners Initiative

- Ed presented on the "EdTech: Where Are We Now?" project, emphasizing the need for school improvement partners to address gaps in technology use in education.
- The initiative aims to create a network of partners to support schools in improving their use of technology.

Norfolk Local Authority Collaboration

- Joe shared a successful collaboration with Norfolk Local Authority, where they will bundle the ERF into managed service contracts for schools, enhancing the reach and impact of the ERF.

Closing Remarks

- The meeting concluded with expressions of gratitude for the leadership and contributions of members.
- Acknowledgment of the challenges ahead and a commitment to the outlined priorities.

Action Items

- Follow up on the transition to Gmail and ensure all members are informed.
- Continue discussions with potential school improvement partners.
- Prepare for the upcoming board elections and ensure all members are aware of the process.

Actions

Phil

- Share the presentation of the meeting
- Ensure the financial report is prepared for the charity commission

Everyone

- Consider the addition of Deb Lyons to the writing group
- Encourage schools to pursue NACE Mark accreditation
- Submit articles for the Advancing Education Journal

Ed

- Discuss the next steps for the research project at the BOM

Joe

- Provide updates on the Norfolk local authority's engagement with the ERF to the BOM

Matt

- Manage the communication with members regarding the board elections
- Ensure the Migration to Gmail happens for all BOM Members