



Building Educational Bridges in Africa

African Confederation Of Principals

ACP COUNCIL MEETING

DATES: 26 – 27 SEPTEMBER 2017

VENUE: CAMPSBAY HIGH SCHOOL, CAPE TOWN

PROGRAMME DIRECTOR: GAVIN KELLER and ALTA van HEERDEN

SPECIAL GUEST: DAVID WYLDE (Co-founder)

ACP PRESIDENT: THEMBEKILE NDLOVU

DAY 1: 26 September 2017

Programme Director: Gavin Keller

1. Opening and Welcome: President.
2. Introductions and Greetings: Programme Director - Gavin
3. Apologies: Zimbabwe and KESSHA letters of apology were read.
4. House Rules and Logistics: Gavin
5. Expectations and Targets
 - Strong ACP structure is required
 - Identify Value-add
 - Involve African UNION for Observer Status
 - Engage with government/education ministry in each country
 - Influence Policy formulation
 - Use retired members for admin responsibilities

STRONG ACP STRUCTURE

6. Resolution: To have a strong ACP structure in place for a season to deal with:
 - Organisational Management
 - Open Bank Account
 - Financial Management
 - Funding Model
 - Keeping of Records
7. **IDENTIFY VALUE-ADD**
 - Identify relevance of ACP
 - Create networking and sharing of best practices platform
 - Develop relationships
8. **OBSERVER STATUS OF AFRICAN UNION**
 - Make connections and explore the possibilities
9. **OTHER OPPORTUNITIES**
 - Determination to engage Governments and Education Ministries
 - Membership drive to be a priority
 - Communication structure to be functional

10. David Wylde giving a brief history of ACP

ACP was established to engage African Principals. Conversations started from 1997 for:

- Principals to learn from each other.
- To meet every alternate year
- Two years alternate leadership of ACP (Executive and other roles)
- Encourage membership to ICP
- To have ACP Conference every two years.

Comments/Proposals: Leadership of ACP should be handed over to the next host country. History shared be David to be part of the Constitution.

11. ACP BANK ACCOUNT

It was agreed that the ACP Bank Account should be in Kenya as they were the next host country.

Proposal:

- An official letter will be written to KESSHA to authorize them to open an ACP bank account within 30 days
 - To follow due protocol to open an account.
 - KESSHA to submit a financial bank statement that tabulates contributions and payments made by ACP member Countries from 2013 to date.
 - KESSHA has to respond and submit within 30 days.
 - Failure to open a bank account and to submit within 30 days. The bank account must be opened in South Africa
 - Proposed Bank: **Barclays – Current Account**
 - **Requirements: A letter authorising bank account opening**
ACP Constitution
Minutes of the meeting
Register of attendees
-

DAY 2: 27 September 2017

Programme Director – Alta van Heerden

Opening and Welcome: A van Heerden

“If you always do what you’ve always done, You’ll get what you always got”

1. BANK ACCOUNT – (Matter continued)

- From 31 October, the Council empowers the President to open an ACP Bank Account in South Africa and take corrective measures if KESSHA does not respond and has not done as advised.
- Further arrangements for the 2018 conference cannot proceed until this matter is resolved successfully.
- Consideration of the next council meeting in Kenya will depend on their response to the instruction of the council.

2. MATTERS TO CONSIDER:

- The Constitution to be refined and made ACP specific.
- Put Financial Strategy and Model in place
- Improve Communication

3. PRESENTATION BY TOSHIBA

Suppliers of digital products, such as photocopiers, printers, computers, etc. on contracts as well as on purchases. They are in 54 Countries in Africa.

Contact: Graham at: +27 82 803 6330

4. SHARING GOOD PRACTICES with Western Cape Provincial Department delegates (Some Highlights)

GHANA

- The Association promotes Science and Maths quizzes. A company organises the quizzes for High Schools
- Every School has a Science Laboratory
- There are submissions of Science and Maths Projects of 4 students per school, per term and prizes are given for such projects.
- If the teacher does not deliver as expected, learners are advised to report. The principal makes the teacher account. If all help fails, the principal recommends transfer.
- Students assess teachers through questionnaires. HODs also assess teachers.
- Regional Education Offices are in charge of Secondary Schools. Circuit Officers inspect schools
- **Biggest Issues/ Problems:** They have lots of students but less funding. Boarding schools need many support staff but no more employment of new staff.
- **Developing Leadership skills:** Minimum - Bachelors Degree but should be a professional teacher.

NIGERIA

- There are after school sessions (3 periods) for all important subjects.
- Business Science starts from Primary School. In High school, it is broken down to: Commercial, Art and Business.
- There are subject advisors visiting schools to advise and support.
- **Biggest Issues/ Problems:** There is a shortage of teachers. Government is not employing any teacher – complaining about salaries.
- **Developing Leadership skills:** Service Commission decides who will be the principal in each school. There is an orientation process for all.

SWAZILAND

- Workshops are done termly in clusters where best practices are shared by best schools.
- There is a Curriculum Centre.
- Principals assess teacher performance using forms designed by government and these are submitted to the department. In case of poor performance, the teacher receives assistance failing which the report is submitted to the department.
- There are pastoral inspectors per school who visit schools, get to classes and attend lessons taking place. They also look at learners work.
- **Biggest Issues/Problems: Teachers are wrongly placed**

ACP COUNCIL RESOLUTIONS:

1. **Bank Account Signatories:** President, secretary and Treasurer.
Any two can sign, including president.
EFT can be used. One must upload the payment and the other must authorise.
- Open Bank Account – by 30 October 2017
2. **Finance Policy:** Page 30-34 of handbook and to finalise Finance Policy
3. **Policy Handbook:** All associations will have to go through the framework and give feedback to Alta van Heerden by the 13th of October 2017.
4. Constitution will be Amended – (Mark and Alta)
5. Hosting of the Conference – There will be a contract with the host country who will host on behalf of ACP. There will be profit sharing.
6. Financial Year: January –December

7. FUNDING MODEL OF ACP:

Registration to ACP: 1000 US Dollar per Association.

Annual Subscription: 1 Dollar per member

Payments per member Association is due: 31 March (new membership will be accommodated accordingly)

Profit Sharing with Conference host

8. IMPROVED COMMUNICATION

Executive Meetings through Zoom or Kings Conference (apps to be downloaded)

Whatsap Group to start

Emails: members encouraged to respond

ACP WEBSITE: will be developed and populated with ACP and member associations activities.

NEWSLETTER: The African Principal – will also appear on the Website

9. COUNCIL MARCHING ORDERS

- To give feedback and comments on Policy handbook, Constitution and Finance Policy
- Member recruitment:
 - SAHISA to bring Zimbabwe and Botswana**
 - SAPA to bring Mozambique, Malawi, Egypt, DRC and Namibia**
 - SWAZILAND to bring Lesotho**
 - UGANDA to bring Burundi and Ruanda**
 - GHANA to bring Gambia**
 - NIGERIA to bring Liberia**
- Bring all Associations of the Continent to ACP
- Share and disseminate the information discussed at the Council Meeting
- Bring along reports of the Association Activities to the next council meeting.

The meeting was closed by the President at 14h00.