



BISHOP MACKENZIE  
INTERNATIONAL SCHOOL

# BMIS Annual General Meeting

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Tuesday 21<sup>st</sup> March 2023

# Our Mission

We are a diverse and welcoming community in a joyful learning environment that promotes well-being, sustainability, and inclusivity and celebrates growth as success



**BISHOP MACKENZIE  
INTERNATIONAL SCHOOL**



# Agenda

- 1** Welcome & Introduction of board members
- 2** Adoption of minutes & agenda
- 3** Update from the Board Chair
- 4** Finance Reports
  - 4a** YE July 2021 – Audited Financial Statements
  - 4b** YE July 2022 – Audited Financial Statements
  - 4c** Management Accounts Year to Date February 2023
  - 4d** Provisional budget for the forthcoming financial year
- 5** School 2022-23
  - 5a** Whole school (Adrian Moody, Director)
  - 5b** Primary school (Eloise Engel, Primary Principal)
  - 5c** Secondary School (Lesley Peacock, Secondary Principal)
- 6** Future development (Adrian Moody, Director)
- 7** Q&A

Thank you





# 1. Introduction of board members

Bouke Bijl	Board Chair, Finance Committee, Human Resources Sub-Committee (ad hoc)
Ramzy Kanaan	Governance, Policy and Personnel Committee , Human Resources Sub-Committee (ad hoc)
Aboo Mahomed	Finance Committee
Uchechi Roxo	Governance, Policy and Personnel Committee
Arie Veen	Facilities, Health and Safety Committee
Heidi Schellenger	Facilities, Health and Safety Committee
Ken McCarthy	Finance Committee
Tazona Chaponda	(vacating as of 1 <sup>st</sup> April)

## 2. Adoption of minutes and agenda



# Finance Reports



## 4ab. Statement of financial position

	2022	2021
	MK'000	MK'000
Assets		
Property and equipment	1,612,839	1,642,642
Inventory	67,765	67,493
Trade and other receivables	9,173	154,330
Prepayments	66,992	119,275
Cash and cash equivalents	2,204,381	680,496
<b>Total assets</b>	<b>3,961,150</b>	<b>2,664,236</b>



## 4ab. Statement of financial position

	2022	2021
	MK'000	MK'000
Funds		
Reserves	886,918	886,918
Retained income	1,576,499	917,764
<b>Total funds</b>	<b>2,463,417</b>	<b>1,804,682</b>





## 4ab. Statement of financial position

	2022	2021
	MK'000	MK'000
Liabilities		
Retirement obligations	693,890	396,412
Trade and other payables	803,843	490,143
Total liabilities	1,497,733	859,555
<b>Total equity and liabilities</b>	<b>3,961,150</b>	<b>2,664,237</b>



## 4ab. Statement of profit or loss and comprehensive income

	2022	2021
	MK'000	MK'000
Revenue – school fees	6,400,778	5,690,832
Other operating income	325,625	158,914
Other operating gains	653,347	138,925
Operating expenses	(6,721,008)	(5,472,897)
Surplus for the year	658,742	515,774
Revaluation gain	-	278,531
<b>Total comprehensive income for the year</b>	<b>658,742</b>	<b>794,305</b>



## 4c. Management Accounts 2023 (to February)

Category	Year to Date Budget	Year to Date Actual	Variance	Variance
<b>Revenues, grants and other support</b>				
School tuition	\$5,908,315	\$5,973,154	\$64,839	1%
Other revenue	\$233,240	\$470,418	\$237,178	102%
<b>Total Operating Revenue</b>	<b>\$6,141,555</b>	<b>\$6,443,572</b>	<b>\$302,017</b>	<b>5%</b>
<b>Expenses</b>				
Salaries and Related Benefits	\$4,498,551	\$4,528,610	\$30,059	1%
Operating Expenses	\$698,742	\$690,238	(\$8,504)	-1%
Educational Department Expenses	\$113,825	\$112,267	(\$1,558)	-1%
<b>Total Operating Expenses</b>	<b>\$5,311,118</b>	<b>\$5,331,115</b>	<b>\$19,997</b>	<b>0%</b>
<b>Deficit/surplus</b>	<b>\$830,437</b>	<b>\$1,112,457</b>	<b>\$282,020</b>	<b>34%</b>



## 4d. Income drivers

Category	
Primary Tax Payer	193
Primary Non-tax Payer	115
Middle Tax Payer	117
Middle Non-tax payer	87
Diploma Tax Payer	33
Diploma Non-tax Payer	20
Total	565
BMIS Staff children	44
<b>Total</b>	<b>609</b>



## 4d. Provisional budget for the forthcoming year

Account number	Category	Budget FY22	Budget FY23	FY23 Variance	Budget FY24 proposal	FY24 Variance
	<b>Revenues, grants and other support</b>					
70	Schools tuitions	7,769,466	8,859,791	1,090,325	9,652,310	792,519
80	Other fees	203,191	124,300	(78,891)	172,400	48,100
90	Other revenue	135,445	238,218	102,773	184,000	(54,218)
	<b>Total operating revenue</b>	<b>8,108,102</b>	<b>9,222,309</b>	<b>1,128,812</b>	<b>10,008,710</b>	<b>786,401</b>
	<b>Expenses</b>					
11	Salaries and related benefits	5,985,941	7,117,135	(1,131,194)	7,672,171	(555,036)
50	Operating expenses	1,496,429	1,521,639	(25,210)	1,548,782	(27,143)
60	Educational department expenses	214,580	195,282	19,298	193,836	1,446
	<b>Total operating expenses</b>	<b>7,696,950</b>	<b>8,834,056</b>	<b>(1,137,106)</b>	<b>9,414,789</b>	<b>(580,733)</b>
	<b>Deficit/surplus</b>	<b>411,152</b>	<b>388,253</b>		<b>593,921</b>	

## 4d. Expenditure

Category	Amount	% of income
All staff costs	\$7,672,171	76.6%
Teacher costs	\$5,979,668	
Support staff costs	\$781,447	
Operational staff costs	\$304,424	
Educational costs	\$460,322	4.6%
Operational costs	\$1,282,296	12.8%
	Total	94.0%



# 5. School Reports Whole School



# 5a. Students

	May-22	Aug-22	Jan-23	Feb-23
TP	354	347	342	342
NTP	181	196	211	214
BMIS	43	48	45	46
<b>Total</b>	<b>578</b>	<b>591</b>	<b>598</b>	<b>602</b>





# 5a. Human Resources

## Faculty

	Primary	Secondary	Whole school
Ending contracts	8	7	3
Appointed for Aug 2023	8	7	4

Support staff

New

Admissions & Marketing



# 5a. Colleges

Canada	3 students applied	Awaiting some offers
	Concordia	Conditional Offer for Bachelor of Arts, Major in Political Science
	York	Conditional Offer for Bachelor of Arts, honours Political Science & B.A Hons Sociology
	Queen's	Condition Offer for Bachelor of Applied Science

USA	1 student applied	Awaiting some offers
	Grand Canyon	Positive offer

UK	4 students applied	Awaiting some offers
	DeMontfort	Positive offer
	U of Leicester	Positive offer
	Queen Mary College	Positive offer
	Aston University	Positive offer
	Birmingham City Uni	Positive offer

Netherlands	1 student applied	
	ITEPS Stenden	Positive offer
	Tilburg Uni	Positive offer
	Utrecht	Positive offer

# 5a. CIS/NEASC Preparatory Visit

Chris Green      Council of International School (CIS)

Mary Ashun      New England Assication of Schools & Colleges (NEASC)

Monday 13th – Friday 17th February, 2023

Domain	Decription
Domain A	Purpose & Direction
Domain B	Governance, Leadership & Ownership
Domain C	The curriculum
Domain D	Teaching & Assessing for Learning
Domain E	The Students' Learning & Well-being
Domain F	Staffing
Domain G	Premises & Physical Accommodation
Domain H	Community & Home Partnerships

Each domain has standards and criteria



# 5a. CIS/NEASC Preparatory Visit

Domain	Commendations
Purpose & Direction	A1 – The board and leadership team for the collaborative and inclusive review of the guiding statements which has resulted in a mission that represents and is relevant to the needs of all stakeholder groups and brings clarity to the school’s purpose and direction for the future.
	A4 – The board and leadership team for their commitment to well-being and their ongoing focus on developing and supporting well-being student learning programmes.
Governance, Leadership & Ownership	B1 - The board for its commitment to ensuring the roles and responsibilities of governance and leadership are well-understood and respected in practice, ensuring support and advancement of the school’s purpose and direction as expressed in its new mission.
	B2 - The board and director for building a mutually respectful and supportive working relationship focused on the sustainability of the school, decision-making in the best interests of student learning and the implementation of the BMIS mission.
	B3 - The board, director and finance manager for their ongoing work to ensure the school returns to a sound financial footing that it is viable for the future, and can implement its mission and provide sound direction for educational improvement.



# 5a. CIS/NEASC Preparatory Visit

Domain	Commendations
The curriculum	C1 - The IB programme coordinators and teachers for their collaborative planning processes which support the learning and growth for each student.
Teaching & Assessing for Learning	D1 – The teachers for their unswerving commitment to their students’ learning and well-being.
	D2 - The primary principal and PYP coordinator for reviewing, recommending and implementing a more robust tool to enable more appropriate tracking of student growth in literacy.
	D2 - The board and director for the recent hiring of an expert student support services consultant to work with the support team and teachers to develop a whole school approach to supporting learning and language needs.
	D3 – The teachers for formally and informally developing opportunities within and beyond the classroom to promote and foster global citizenship and intercultural learning for students.



# 5a. CIS/NEASC Preparatory Visit

Domain	Commendations
The Students' Learning & Well-being	E 1 - The leadership team and teachers for nurturing leadership capacity in students and providing opportunity in both primary and secondary schools for students to contribute to a positive school environment.
	E2 - The safeguarding team for thorough documentation and efforts at implementation of the policy in a wide range of cases, ensuring the well-being of students.
	E3 – The safeguarding, counselling and support services teams for being proactive in providing in-house and external services to support physical and mental health and other services that support student well-being.
Staffing	F1 – The board and leadership team for supporting the recruitment of staff based on data, and commensurate with the needs of student learning, well-being, and operations, all working together to advance the school’s mission.
	F5 - The whole school staff for their resilience and determination in supporting each other and their students during recent times of pandemic and challenge.



# 5a. CIS/NEASC Preparatory Visit

Domain	Commendations
Premises & Physical Accommodation	G1 - The operations manager and facilities team for their ongoing concerted efforts to revive the campus in support of learning and well-being, after Covid-19 resulted in a long shutdown.
	G1 – The board for approving the capital development fund to support upgrades, additions and renovations to the campus in support of learning.
Community & Home Partnerships	H1 – The board and director for initiating a communications audit to further develop a productive home-school partnership in support of student learning outcomes and a positive school culture.

CIS is pleased to inform you that Bishop Mackenzie International School has been granted candidate status for CIS Re-Accreditation. Congratulations to the leadership team and the school community on this achievement.



# 5a. CIS/NEASC/IB Synchronised Evaluation Visit

Scheduled Saturday 28th September – Friday 4th October, 2024

Composition 6 visitors for CIS/NEASC  
6 visitors for IB ( 2 PYP, 2 MYP, 2 DP)

Stages in the process		Status
1	Receive preparatory report	Pending
2	Analysis of preparatory report	Pending
3	Set up steering committee	Complete
4	Set up domain committees	Pending
5	CIS Community survey	April
6	Analysis of community survey	May
7	Data collection for each domain	May
8	Self study	2023-24
9	Evaluation report	Aug-24
9	Evaluation visit	Sep-24





Whole School Developments 2022/23	
Board related responsibilities	Re-establishment of the PTA
	Board training on governance
	CIS/NEASC Preparatory visit
	Development of board strategic intent
Academic responsibilities	CIS/NEASC preparatory visit
	Development of student services department
	Development of multi-tier learning support referral system
	Professional development for teachers for learning support
School administrative responsibilities	Functional review and 4 phase restructuring
	Review of contracts and job descriptions for administrative and support staff
	Performance management system for administrative and support staff
	Integrated school software implementation
	Admissions and marketing coordinator
Financial responsibilities	2020/21 audit
	2021/22 audit
	2023/24 budget
	e-procurement
Facilities responsibilities	Capital development plan



# 5b. School Reports Primary School



## **LEARNING & TEACHING**

- Math curriculum
- Language Curriculum
- Differentiated Instruction

## **INCLUSION**

- STUCO & Student Agency
- Culture of Kindness
- Community

## **GROWTH AS SUCCESS**

- PD for teaching assistants
- SMART goals
- Growth mindset

## **WELL-BEING**

- Opportunities
- Field trips
- Sporting events

# Primary Students

## INQUIRING & KNOWLEDGEABLE



Learn how to ask questions & find answers, celebrate growth mindset, collaborate, be a risk-taker

## CARING, ACTIVE & COMPASSIONATE



Taking action, making the world a better place, connecting with the community

## UNDERSTANDING & RESPECT



IB Learner profile ATL skills, Learner Profile Attributes

# Learning & Teaching

Our Mission Statement: We are a diverse and welcoming community in a **joyful learning environment** that promotes well-being, sustainability, and inclusivity and celebrates growth as success.

## MATH CURRICULUM



- Implemented reviewed math curriculum
- Developed Math Learning Continuum to track students' growth
- Resources ordered to support curriculum review

## LANGUAGE CURRICULUM REVIEW



- Curriculum Focus Groups
- Phonics Focus
- Writing Focus
- Handwriting Focus
- Science of Reading

## DIFFERENTIATED INSTRUCTION



- Discussions on differentiated instruction
- Multi Tier System
- Data Collection
- Many strategies to support all learners are shared and tried out
- PD on differentiated instruction

# Inclusion

**Our Mission Statement: We are a diverse and welcoming community in a joyful learning environment that promotes well-being, sustainability, and **inclusivity** and celebrates growth as success.**

## STUCO & Student Agency



- Active STUCO
- Organizing of community events (Fun Run, Blast from the past, Twin Day)
- New break time equipment
- Organized and monitors break time equipment sign-outs

## CULTURE OF KINDNESS



- Great Kindness Challenge
- Kindness Meeting
- Reinforcement of 3Rs
- Buddy Systems

## COMMUNITY



- Art Exhibition
- Coffee with the Counselors
- Art with our Malawian friends
- Class Reps
- Sport events with other schools
- Weekly collaboration
- Book Week



# Growth as Success

Our Mission Statement: We are a diverse and welcoming community in a joyful learning environment that promotes well-being, sustainability, and inclusivity and celebrates **growth as success**.

## PD for TAs



- Conflict resolution
- Classroom Management
- Safeguarding
- Inclusion PD sessions
- Teaching certificates

## SMART GOALS



- SMART goals to enrich learning and teaching
- Science of Reading
- Math instruction
- Supporting all learners
- Online PD/ Book Clubs/Peer observations

## GROWTH MINDSET



- MAP test results show pleasing growth
- Working with Ed Support on data collection and interpretation
- Celebrating mistakes
- Reflection



# Well - Being

**Our Mission Statement: We are a diverse and welcoming community in a joyful learning environment that promotes **well-being**, sustainability, and inclusivity and celebrates growth as success.**

## OPPORTUNITIES



- Weekly well-being lessons
- Child Protection Policy
- Safeguarding
- PYP Exhibition Wellbeing focus
- Compassionate discipline

## FIELD TRIPS



- Year 6 Luwawa Trip
- 2 to 3 field trips per year level
- PYP Exhibition trips
- Guest speakers

## SPORTING EVENTS



- Promoting sports
- Many swim events
- Touch Rugby, Football, Netball
- Be part of the wider community
- ECP program





# 5b. School Reports Secondary School





## **LEARNING & TEACHING**

MYP

Diploma

Across Programmes

## **GROWTH AS SUCCESS**

House competitions

MAP

Leadership opportunities

Professional development

## **INCLUSION**

Global Citizens

Learner Profile

Trips

## **WELL-BEING**

Restorative practices

Tutor and wellness classes

Support Services



# Learning and Teaching

**Our Mission Statement:** We are a diverse and welcoming community in a joyful learning environment that promotes well-being, sustainability, and inclusivity and celebrates growth as success.

## IN THE MYP



- Introduction to the MYP
- Align Maths Curriculum
- Interdisciplinary Units
- Personal Project
- Yr 7 transition
- Year-level horizontal meeting to make connections
- Independent reading Programme

## IN THE DIPLOMA



- DP Retreat
- Diploma Taster week
- Sports Science
- Pathways
- Transitions
- DP results and progress
- Mock exams Yr 13
- Diploma Art Exhibition

## ACROSS SECONDARY



- SAT's
- Overview of Policies
- Professional Growth Guideline
- Leaders of Learning
- Movement to 7 periods per day



# Growth as Success

**Our Mission Statement:** We are a diverse and welcoming community in a joyful learning environment that promotes well-being, sustainability, and inclusivity and celebrates growth as success.

## Building Growth



- House competitions
- ECP's
- PHE Website
- MAP

## Leadership Opportunities



- STUCO
- CAS and Service
- Student initiatives
- Graduation Committee
- Prom Committee

## Inquiring and Knowledgeable



- Professional Development
- Maths Olympiad
- Biology week



# Inclusion

**Our Mission Statement:** We are a diverse and welcoming community in a joyful learning environment that promotes well-being, sustainability, and inclusivity and celebrates growth as success.

## Global Citizens



- Learner Profile
- Retreat
- EAMUN
- Duke of Edinburgh

## Community



- Music Under the Stars
- The Greatest Showman
- Guest Speakers
- Alumni
- Coffee Mornings
- Parent-Teacher-Student Conferences
- Art Exhibition

## SPORTING EVENTS



- CANA
- Night Swim Gala
- House Swimming Carnival
- BMIS Sports Festival
- Swimming Nationals
- Inter-school tournaments
- A significant number of fixtures
- Donation of equipment to local schools



# Well-Being

**Our Mission Statement:** We are a diverse and welcoming community in a joyful learning environment that promotes well-being, sustainability, and inclusivity and celebrates growth as success.

## Restorative Practices



- Supporting teachers with management strategies
- Clear lines of contact
- Bullying and anti-bullying policy

## Wellness and Support



- Tutor Programme
- Wellness Classes
- Teacher Professional Development

## Support Services



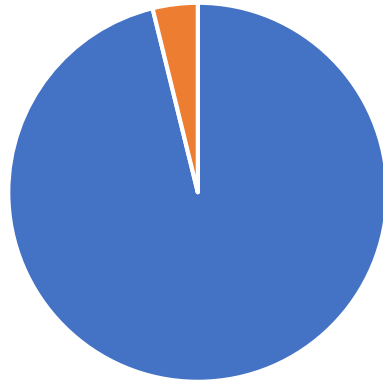
- 3-Tier Learning Support Referral Process
- Revision of IEP's
- Educational Psychologists
- Coffee with the Counsellors

# 6. Future Development



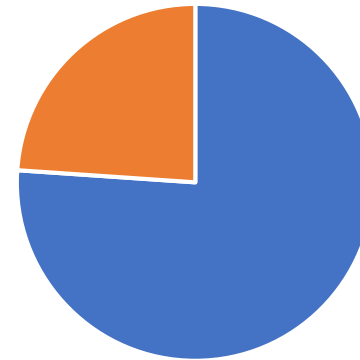
# 6. Community Survey

The school is well respected in the community



■ Agree or strongly agree   ■ Disagree or strongly disagree

The governing board and director work together in establishing positive relationships with parents



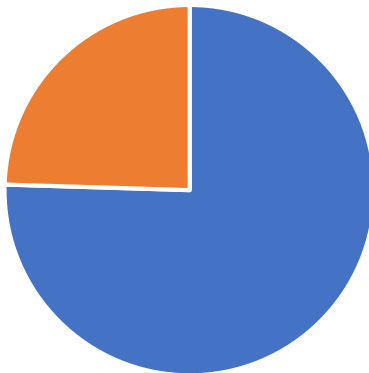
■ Agree or strongly agree   ■ Disagree or strongly disagree





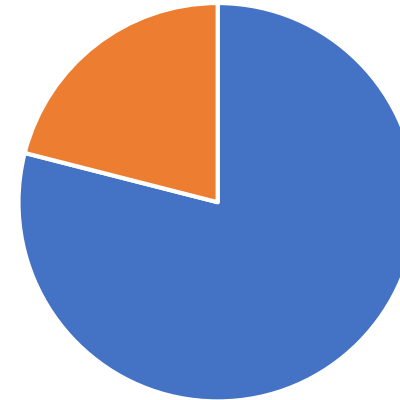
# 6. Community Survey

The director, as the educational leader, shows ultimate responsibility and accountability for the students' education and well-being



■ Agree or strongly agree ■ Disagree or strongly disagree

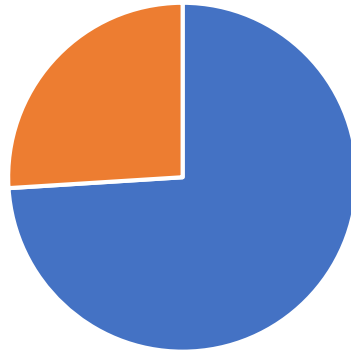
As appropriate, the school's plans are effectively communicated to parents



■ Agree or strongly agree ■ Disagree or strongly disagree

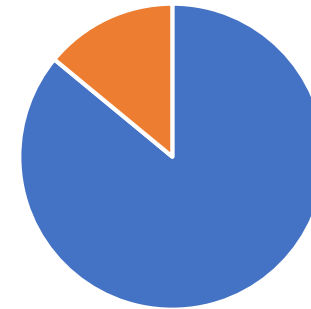
# 6. Community Survey

I believe the school operates in a financially responsible manner



■ Agree or strongly agree ■ Disagree or strongly disagree

The actions of the school's leadership and the board appear aligned with the school's mission, vision, and values



■ Agree or strongly agree ■ Disagree or strongly disagree



## 6. Survey Themes

What aspect of BMIS makes you the most proud?	What one change at BMIS do you think needs to happen?
Community culture	Upgrading of facilities
Openess and welcoming nature of school	Communication
Diversity of students	Involvement of parents
Encourages student creativity and personal exploration	More Malawian teachers
Inclusiveness	Shortages with uniforms
Social and enironmental education	Teacher retention - more local contracts
School environment for students	Setting and maintaining educational standards
Engaged teachers	Organizational and financial management
Opportunities afforded to students	Ensuring growth and positive change continues to happen

# 6. Capital development

	Academic	Sports	Buildings	Grounds
<b>Short Term</b>				
	Library upgrade	Multi-purpose court	Upper hall extension	Sports field levelling
	Dedicated reception classroom	Touchpad timing system	Staff quarters renovation	Irrigation
	Primary administrative block	Pavilion extension	Staff abolition block	Star backup
	Safe haven	Gym upgrade	Lat down area	Bore hole
<b>Medium Term</b>				
	Additional Year 6 classroom	Spectator areas	New stage upper hall	Tarmac carpark
	Science building	Flood lighting upper fields	New roofing	Underwater french drains
	Amphitheatre	Netball courts	Covered walkways	Solar irrigation
<b>Long Term</b>				
	Arts centre	Astroturf sports pitch	Staff housing	Tarmac administration area
	Music centre	50 m pool	Hall floor resurfacing	

## 6. Semester 2

	Item	Status
Strategic Planning	School masoet	In progress
	School logo	Pending
	Board strategic intent	Complete
	Strategic objectives	Pending
	Strategic Plan	Pending
	Operational Plan	Pending
	Branding	Pending
Communication	Communication audit	Complete
	Communication strategy	In progress
80th Anniversary	Anniversary Committee	In progress

# 7. Q & A





**THANK YOU**

[www.bmis.mw](http://www.bmis.mw)