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The Institute of Educational Assessors

Registered number: 5455890

Minutes of the Annual General Meeting of the Institute of Educational Assessors, held on Thursday 3rd May 2007, Novotel, 100-110 Euston Road, London, NW1 2AJ.

PRESENT:

Ms Kathleen Tattersall (Chair)

Professor Eva Baker (Company Member)

Mr Graham Henry Soles (Company Member) – by telephone

Professor Alison Margaret Wolf (Company Member) – by telephone

Mr David Wright (Director and IEA Head)

Mr John Loveridge (Director)

Ms Jenifer Moody (Director)

Mr Philip Williamson (Director)

1. WELCOME

The Chair opened the meeting and welcomed those present. All present were reminded that as this was the AGM only the Company Members were entitled to vote.

2. APOLOGIES

Lord Sutherland Of Houndwood (Company Member)

David Barrett (Director)

Mr Michael Walker (Director)

3. MINUTES OF THE LAST AGM

The Minutes of the meeting of the Annual General Meeting of the Institute of Educational Assessors, held on Wednesday 22nd November 2006 at 18:30 in 83 Piccadilly, London W1J 8QA were formally approved.

4. REPORT OF THE BOARD'S BUSINESS, 2006-2007

The Chair presented a report for the year 2006-2007 - see Appendix 1.

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5. REPORT OF THE AUDITORS, INCLUDING PRESENTATION OF THE ACCOUNTS FOR 2007

The accounts were presented by David Wright and were unanimously accepted.

6. APPOINTMENT OF AUDITORS

The appointment of Dickinsons Chartered Accountants as Auditors was unanimously accepted.

7. APPOINTMENT OF TRUSTEES

David Wright confirmed that Trustees will serve for a term of three-years. Kathleen Tattersall confirmed that the process to appoint new, additional Trustees during the year had been transparent and that this approach will be maintained for future appointments.

(Professor Wolf left the meeting at the point)

8. ANY OTHER BUSINESS

Professor Baker raised the issue of the content of the 2007 Conference and suggested a future conference be aimed specifically at teachers.

David Wright agreed to circulate the Business plan for the current year.

9. CLOSE

9.1. There was no further business and the Chair declared the meeting closed.

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Chair

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Date

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APPENDIX 1

Report from the Chair 2006-2007

Good evening everyone and thank you for taking the time out of your busy schedules, either physically or remotely, to be able to attend our second AGM of the Institute.

It does not seem long since we last sat in QCA's offices in London last year to talk about our achievements in the relatively short time we had already been established since our launch in May 2006.

Well I am, delighted to report that we have achieved a significant start to the life of our fledgling organisation by attracting over 4,000 membership applications in a little over ten months since launch. As well as applications from teachers, and examiners of general qualifications and national curriculum tests we have also attracted application from members further afield in Europe, Asia and America.

The management team has also made great steps forward in developing our Professional Framework of Assessment, which will form the backbone of the Institute over the forthcoming years. Working with other organisations from the assessment community such as the Association of Assessment Inspectors and Advisers, we have developed a formative version of the framework to inform good teaching and learning and are preparing to develop a vocational version to ensure we are joined up in all manner of assessment activity.

This does not mean that we will fragment our offering between different groups of assessors, far from it. By focusing on the needs of individual groups of assessors we can identify the similarities in practice between areas of assessment and draw these together to take back core learning experiences from one area and look to see if they can be applied in other areas of assessment.

In this regard our thanks go to the management team led by David Wright who have managed to achieve great things in our short life. Although our team is small in the Institute, we have begun to develop a significant number of key strategic partnerships with awarding bodies, government agencies and teacher associations so that we can integrate our products and services with other initiatives in the community, and we can also identify gaps in provision and then look to develop new services to address the needs of educational assessors in schools, colleges and the workplace.

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One example of this is our annual conference which is taking place today and tomorrow. The development of a platform to debate the issues in assessment, bring together colleagues from the wide range of interest in the community, both practitioner and academic, will prove an invaluable aid to the development of the right type of profile and presence that our Institute needs to adopt in order to be successful if it is to improve the quality of assessment in all manner and kinds of human assessment, according to our Royal Charter.

On the subject of our Royal Charter we have been grateful to the support of the DfES this year in sponsoring our petition to Privy Council. In February we met with the Minister of State for Schools Jim Knight MP to ask for support regarding our petition to which he kindly agreed. A Royal Charter will enable the Institute to be seen on a par with other leading professional bodies, as well as be able to offer the individual designation of Chartered Educational Assessor which is a cornerstone policy of our Institute to make an impact at the school level by supporting new government initiatives in education such as the new specialised Diplomas and Progress Tests.

Our thanks go to our board of trustees. Phil Williamson, David Barrett and Mick Walker whose support for the Institute at board meetings and outside has helped to steer us through calmer waters this year. Indeed it is always unfortunate to say goodbye to Trustees in any capacity and in this regard we have to say goodbye to David Barrett this year. David was the original programme manager on the Institute programme and his leadership led to a successful formation of the concept and the evolution of the Institute idea. As David moves off to support other programmes in QCA he feels he cannot devote sufficient time to the Institute moving forward and for his efforts over the past year we are very grateful. Thank you David.

As we say goodbye to old Trustees we also welcome new ones. In March Jennifer Moody and John Loveridge joined our board. Jennifer brings a wealth of experience in awarding bodies while John brings an extensive background from the further education and examiner communities. I believe their skills, advice and support will be invaluable to the Institute as we navigate the years ahead and we welcome them onto our board.

Looking ahead we have ambitious plans to grow our membership so preparing the way to become self-financing within three years. QCA's ongoing support in providing grants to the organisation are always welcome and we are grateful to the QCA executive for ensuring

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these continue again this year. However the Board of Trustees are under no illusion of the enormity of the task facing the Institute as we move from dependence to independence.

Independence brings with it freedom from vested interest but also a greater deal of accountability with our members and the wider assessment community. The challenge will be that we can really add value to the professional activities carried out by our members and develop products and services that fulfil our mission of improving the quality of assessment to support the aims and ambitions of all learners wherever that learning takes place.

Thank you