



**Looking Back: IB Schools Australasia's early year 1989 - 2001
A Short History of the ASSOCIATION AUSTRALASIAN OF INTERNATIONAL
BACCALAUREATE SCHOOLS (AAIBS)
in its Early Years from 1989 to 2001.**

By Christopher Brangwin AM, RFD

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Bowral NSW.

About the Author:

Christopher Brangwin was formally IB Coordinator and Deputy Headmaster of SCECGS Redlands, Sydney. In 1994, he was appointed IB Regional Representative for Australasia and reported to the IBAP Regional Director, located in Singapore. His interest in the AAIBS stems from the Association's foundation.

**Appendix to Association Australasian of International
Baccalaureate Schools (AAIBS)**

A Short History of the Association in its Early Years from 1998 to 2001.

- 1. IB Asia Pacific (IBAP) Regional Conferences.**
- 2. Constitution of The Association of Australasian International Baccalaureate Schools.**
- 3. Chairman of AAIBS/ IB Schools Australasia (IBSA).**
- 4. AAIBS Certificates.**

Appendix 1

The IBAP Regional Conferences (held usually in November) conducted in the following locations:

1988 - Bangkok
1989 - Seoul
1990 - KL
1991 - Colombo
1992 - Bangkok
1993 - Beijing
1994 - Bali
1995 - Singapore
1996 - Cebu
1997 - Kathmandu
1998 - Penang
1999 - Dunedin

2000 – Singapore
2001 – Beijing
2002 – Bali (disrupted due to Bali bombings)
2003 – Melbourne

Appendix 2.

As written by Dr Stephen Codrington 1992

CONSTITUTION OF THE ASSOCIATION OF AUSTRALASIAN INTERNATIONAL BACCALAUREATE SCHOOLS

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1. Name

The name of the Association shall be the Association of Australasian International Baccalaureate Schools (AAIBS).

2. Interpretation

In the interpretation of this Constitution, unless inconsistent with the context:

- “Australasian” shall mean Australia and adjacent islands of the South-west Pacific.
- “AAIBS” shall mean the Association of Australasian International Baccalaureate Schools.
- “The Chairman” shall mean the individual who shall have, from time to time, been duly elected to the office of Chairman of the Standing Committee.
- “IB” shall mean an International Baccalaureate programme, offered through the International Baccalaureate Office of Geneva, Switzerland.
- “School Member” shall mean a school offering the International Baccalaureate programmes in Australasia admitted to membership according to the provisions of this Constitution.
- “The Secretary/Treasurer” shall mean the individual who has from time to time been duly elected to the office of Secretary/Treasurer of the Standing Committee
- “The Standing Committee” shall mean the Standing Committee for the time being of AAIBS constituted according to the provision of this Constitution.

Words importing one gender shall include the other and words importing the singular member shall include the plural and vice versa.

The headings in this Constitution are for convenience and shall not affect the construction of the provisions thereof.

3. Purposes of AAIBS

- 3.1 The purposes of the Association shall be:
 - 3.1.1 To support the goals and objectives of The International Baccalaureate Office and The International Baccalaureate Asia Pacific Office.
 - 3.1.2 To provide support for International Baccalaureate programmes and for International Baccalaureate schools in Australasia.
 - 3.1.3 To facilitate communication among International Baccalaureate schools in Australasia.
 - 3.1.4 To liaise on behalf of AAIBS member schools with the Ministries of Education and with professional educational organisations in Australasia.
 - 3.1.5 To act upon request or when deemed necessary so as to promote the recognition of the International Baccalaureate Diploma as a qualification for entry to universities in Australasia.
 - 3.1.6 To support the professional development programmes of the International Baccalaureate in particular those sponsored by the International Baccalaureate Asia Pacific Office.
 - 3.1.7 To sponsor staff and student -activities and programmes relating to the International Baccalaureate originating in member schools.
 - 3.1.8 To promote research into the. benefits of International Baccalaureate programmes and examinations.
- 3.2 The income and property of AAIBS shall be applied solely in furtherance of its purposes and no portion shall be distributed directly or indirectly except as compensation for services rendered or expenses incurred on behalf of the Association.

4. Membership

- 4.1 A school shall become a School Member by majority vote at the Annual General Meeting of the Association. Any school nominated for membership must be proposed and seconded by school members. Election to membership shall be by simple majority.
- 4.2 Each school member shall be represented by an individual from that school who shall be nominated by the School Head to represent the school at AAIBS. The individual appointed to represent the school shall hold that position for the calendar year or, in the case of a member of the Standing Committee, for a two year period.
- 4.3 The amount of the annual membership fee for schools shall be determined by the Standing Committee of the Association, and shall be communicated in writing to all school members. The annual membership fee shall be paid in any year to the Secretary/Treasurer by a date determined by the Standing Committee.
- 4.4 A School shall cease to be a member of the Association:
- by delivering its resignation in writing to the secretary;
 - on its dissolution;
 - on being expelled; or
 - by failing to pay the membership fee within 60 days of the due date.
- 4.4.1 A member school may be expelled by a special resolution of the Association passed at a general meeting and supported by three-quarters of the total membership.
- 4.4.2 The notice of resolution for expulsion shall be accompanied by a statement of the reasons for the proposed expulsion.
- 4.4.3 A school which shall be the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at the general meeting before the special resolution is put to a vote.
- 4.5 No individual or school member of the Association shall publish or otherwise communicate any statement of any kind which may purport to represent the views or policy of the Association, as part or whole, without the express permission of the Standing Committee.

5. Annual General Meeting

- 5.1 The Association shall, in each calendar year, hold an Annual General Meeting. The attendance of the majority of the school representatives shall constitute a quorum at the General Meeting.
- 5.2 Sixty (60) days notice of the Annual General Meeting shall be given in writing to each member school, This first notice shall specify the place, the date and the time of the Annual General Meeting. A second notice shall advise the nature of the business to be transacted and shall be notified in writing to each school member at least twenty-one (21) days before the meeting.
- 5.3 The first notice of each Annual General Meeting, shall invite nominations for vacancies on the Standing Committee. Nominations shall be signed by a nominator who shall be a representative of a member school. The nominee shall consent in writing to his nomination. Additional nominations may be submitted by the Search Committee in accordance with the procedures outlined in the Bye Laws.
- 5.4 Nominations for election to the Standing Committee shall be received by the Secretary/Treasurer not less than 30 days before the date fixed for the annual General Meeting. Nominations shall be made known to school members with the second notice of the Annual General Meeting.
- 5.5 The ordinary business of the Annual General Meeting shall be:
- to confirm the minutes of the last preceding Annual General meeting;
 - to receive from the Standing Committee the Annual Report and audited annual accounts for the preceding financial year;
 - to elect members of the Standing Committee; and
 - to deal with any other business raised at the meeting.
- 5.6 The Chairman shall call a Special General Meeting within thirty days of having received a written requisition to this effect from a minimum of one half of member schools. This meeting shall consider only such Agenda items as shall have been listed in the requisition.

6. The Standing Committee

6.1 The affairs of AAIBS shall be managed by a committee of representatives of member schools to be called the Standing Committee which shall hold office from the conclusion of one Annual General Meeting to the conclusion of the succeeding Annual Meeting.

6.1.1 The Standing Committee shall, subject to this constitution, exercise all such powers and functions as may be exercised by AAIBS other than those powers and functions that are required by this constitution to be exercised by a General Meeting.

6.1.2 The Standing Committee, in particular:

- shall fill casual vacancies on the Standing Committee;
- shall determine annually the membership fees;
- shall establish and control the annual budget;
- shall make payments from the funds of the Association;
- shall invest the monies of the Association;
- shall delegate such of its functions as it may think fit to Sub-Committees and shall approve of all publications issued in the name of the Association.

6.2 The Standing Committee members shall consist of up to 10 elected individuals. The immediate past Chairman will be co-opted as an additional member. The Standing Committee will have the power to co-opt members to the Committee so as to afford fair and adequate representation of the diversity of the schools represented by the organisation.

6.2.1 The term of office of an elected member of the Standing Committee shall be two years. A coopted member shall serve until the next election following the cooption. A retiring member shall be eligible for election or cooption, save that no member may serve for more than four consecutive years other than the immediate past Chairman whose term of service will be his term as an elected member in addition to his term as immediate past Chairman.

6.2.2 When a Committee member retires in the manner aforesaid, the membership shall fill the vacated office by electing a person. Thereto. The procedure for nominating and electing members of the Standing Committee is set out in the Bye-Laws of this Constitution.

- 6.2.3 Any casual vacancy among elected members occurring in the Standing Committee may be filled by a majority vote of the remaining Standing Committee members, either at a meeting called for that purpose, or by a postal ballot. A member thus appointed shall hold office only until the next General Meeting when the membership shall elect one of their members to complete the unexpired term of office.
- 6.3 Each member of the Standing Committee shall be elected for a term of two years. One half of the elected members shall retire at each Annual General Meeting.
- 6.4 At a Meeting immediately following the election of the Standing Committee, the committee shall elect from among its membership a Chairman and a Secretary/Treasurer. In the event that the, election of either position results in a tied vote. the immediate past. Chairman may break the tie. The Committee shall then coopt the required additional members in accordance with the requirements of Article 6.2.
- 6.5 A member of the Standing Committee shall cease to be a member of the Committee if he:
- submits his resignation in writing to the Chairman of the Standing Committee;
 - ceases to be, employed by an AAIBS member school; or
 - is employed by a school which ceases to be an AAIBS member.
- 6.6.1 A coopted member shall possess all the powers vested in a duly elected member of the Standing Committee
- 6.6.2 Ex-officio members (apart from the retiring Chairman), consisting of the IBAP Australasian Representative and invited official IBO representatives who are members of AAIBS, do not have voting rights.
- 6.7 The Standing Committee shall meet at least twice in any year. One of these meetings shall be at a time different from the Annual General Meeting.
- 6.8 Meetings of the Standing Committee shall be convened by the Chairman at his discretion or by him upon the request of at least half of the membership of the Standing Committee.
- 6.9 Notice shall be given to all members of the Standing Committee of any meeting, specifying the general nature of the business to be transacted

- 6.10 A majority of the membership of the Standing Committee shall constitute a quorum for the transaction of the business of a meeting.
- 6.11 A meeting of the Standing Committee may be by telephone conference at the discretion of the Chairman.
- 6.12 The Chairman shall chair each Annual General Meeting and Standing Committee Meeting and be generally responsible for the direction of the affairs of the Association.
- 6.13 The Secretary/Treasurer shall be responsible:
- for publishing in due time notices and agendas of Annual and Standing Committee Meetings;
 - for keeping minutes of such meetings,
 - for keeping the financial records, bank accounts and cheque books of the Association, and
 - for such other responsibilities as may be assigned to him by majority vote of the Standing Committee.
- 6.14 The Annual General Meeting and the Standing Committee Meeting shall be conducted in accordance with such standing orders as may be prescribed by the Standing Committee from time to time.

7. Amendment or Termination

- 7.1 Changes to the Constitution or Termination of AAIBS shall be made by simple majority vote at a General Meeting where at least two-thirds ($\frac{2}{3}$) of the membership is present.
- 7.2 If the required two-thirds ($\frac{2}{3}$) of the membership is not present at a General Meeting, a postal vote of the total membership shall be taken within 90 days. If two-thirds ($\frac{2}{3}$) or more of those responding within a period of 30 days from the date of mailing are in favour, the proposal(s) shall be approved and acted upon.
- 7.3 Proposals for changes to the Constitution of the AAIBS shall be submitted in writing to the Standing Committee at least 120 days prior to a General Meeting and the proposals circulated to the membership not less than 60 days prior to the General Meeting.
- 7.4 Notice of any proposed amendment to the Constitution shall be included with the second notice of the Annual General Meeting provided for under Article 5.2. Any such amendment shall be moved and seconded by the designated representative of member schools.

\8. The Seal

- 8.1 There shall be a Common Seal of AAIBS which shall be in the custody of the Standing Committee and it shall not be affixed to any document except by the majority vote of the Standing Committee.
- 8.2 Every instrument to which the Seal of AAIBS is so affixed shall be signed by at least two members of the Standing Committee. A register shall be kept by the Secretary/Treasurer of all occasions upon which the seal is used.

9. Accounts

- 9.1 The Standing Committee shall cause proper accounting and other records to be kept showing the financial affairs of AAIBS and the particulars usually shown in books of accounts of like nature. Such accounts books shall at all times be open to the inspection of the auditor of AAIBS and an individual member designated for this purpose by any school member.

10 Audit

- 10.1 The Standing Committee shall appoint annually an auditor who shall hold office for 1 year. The next Standing Committee will appoint an auditor for the following term.
- 10.2 The retiring auditor shall be eligible for re-appointment.
- 10.3 The Standing Committee shall fill any casual vacancy in the office of auditor and fix the remuneration of any auditor so appointed.
- 10.4 The auditor shall audit the Statement of Accounts that is presented by the Treasurer to the Annual General Meeting and shall perform such other duties as shall be allocated to him by the Standing Committee from time to time.
- 10.5 The financial year for the Association will commence on July 1 and end on June 30 the following year.

11. Notice

- 11.1 Any notice required under this Constitution to be given to any member shall be given either personally or by sending it by post to that member at the address provided by that member for the giving of notices. Where a notice is sent by post, service of the notice shall be deemed to be effected by properly addressing, pre-paying and posting

a letter containing the notice, and to have been effected on the seventh day after the date of its posting.

12. Indemnity

- 12.1 Members of the Standing Committee shall be indemnified out of the Association's assets for all liabilities incurred by them in the bona fide execution of their duties under this constitution.

13. Dissolution

- 13.1 In the case of the dissolution of AAIBS, the balance of any funds of the Association shall be given to the International Baccalaureate Office, Geneva.

Standing Orders

The Chairman of the Standing Committee will, normally, hold that position for two years.

The Standing Committee welcomes observers to Standing Committee meetings.

BYE-LAWS

1. Election Procedures

- a) A Search Committee, consisting of at least three individuals, shall be appointed by the Chairman of the Standing Committee before 1st February each year. The Committee shall report to the Chairman of the Standing Committee.
- b) The Search Committee shall solicit candidates for membership of the Standing Committee. All member schools shall be invited to nominate candidates by a specified date.
- c) Any school member may propose a candidate, properly seconded and with the candidate's permission.
- d) The Search Committee shall make every reasonable effort to ensure that at least 50% more candidates are offered for each election than can be elected.
- e) It shall be the duty of the Standing Committee to ensure that the slate of candidates offered for election conforms to the provisions of Article 6.2.

2. Distribution of Constitution of Association & Bye Laws

A copy of the Constitution and Bye Laws shall be sent to all new member schools.

3. Amendments to or Cancellation of Bye Laws

Decisions regarding amendment to or cancellation of Bye Laws shall be made by simple majority vote at a General Meeting.


Appendix 3

Chairmen of AAIBS/ IB Schools Australasia

Geoff Peters	1989- 1990
Barry Roots	1990-1994
Stephen Kinsella	
Helen Bradbeer	
Andrew Hand	
Antony Mayrhofer	
Chris Rebbeck	
Susan Just	
Ashley Coats	

Appendix 4 AAIBS Certificates.

These certificates were issued by the Committee of AAIBS.



*Association of Australasian
International Baccalaureate
Schools*

CERTIFICATE OF DISTINCTION

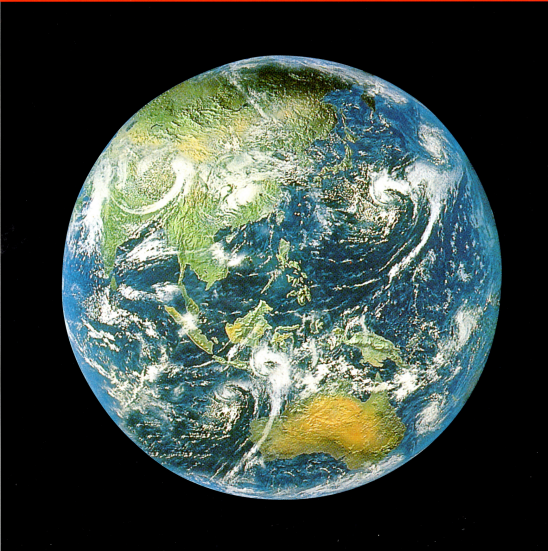
This certificate is awarded to _____


of _____

in recognition of outstanding achievement in the
International Baccalaureate Diploma course.

Certificates of Distinction are awarded to students
who have gained a score of 40 points or better.

Awarded on _____





*Association of Australasian
International Baccalaureate
Schools*

CERTIFICATE OF MERIT

This certificate is awarded to _____

of _____

in recognition of outstanding achievement in the following
International Baccalaureate Diploma subject.

Certificates of Merit are awarded to students who
have gained the maximum subject score of 7 points.

Awarded on _____

