INTERNATIONAL SOCIETY FOR KEY WOMEN EDUCATORS

DELTA KAPPA GAMMA™

EUROPEAN FORUM

Borås, Sweden

Saturday 8th August 2015

08.30 — 10.30

Sweden, Estonia, Norway, Iceland, Great Britain, Finland, The Netherlands, Germany
Marianne, Liilia, Ingrid C, Kristrún, Barbara, Heli, Riet, Dagmar
European Forum Committee 2014-2016. Absent: Diana and Ingrid S.

MEETING OF THE EUROPEAN FORUM

Saturday 8th August 2015
Europe Regional Conference in Borås, Sweden

AGENDA

08.30 Welcome and introductions: Kristrún Ísaksdóttir.

European Forum Committee 2014-2016

Estonia	Liilia Oberg	Finland	**Heli Piikkilä (Treasurer)
Germany	**Dagmar Ullmann	Great Britain	**Diana Bell
Iceland	Kristrún Ísaksdóttir	Norway	Ingrid Christiansen
Sweden	Ingrid Stjernquist	The Netherlands	**Riet Smits (Chair)

European Regional Director (ex officio) Marianne Skardéus.

** Second biennium.
NB: Ria Bleeker is standing in for Riet Smits. Ingrid Stjernquist is the new Chair.

Reporters: Ingrid Christiansen and Dagmar Ullmann.
Timekeepers: Unity Harvey (GB) and Lavinia Soul (GB).
Attendance sheets: Ann-Katrin Swärd (Sweden).

Words of Inspiration: Ingibjörg Jónasdóttir (Iceland).

08.40 Business meeting: Chaired by Diana Bell.

- In Memoriam: Led by Marianne Skardéus. 3 min
- Minutes of EF in Indianapolis 2014: Pages 4—6. 2 min
- Matters arising from the minutes not on the agenda. 3 min
- EF Operational Guidelines: Update, pages 7—9. 5 min
- Financial Review: Page 6. 4 min
- Proposals. 5 min
- European Website: Report from Eygló Björnsdóttir (Iceland) Webmaster. 3 min
- EuForia: Report from Joan Carroll (Great Britain) Editor. 3 min
- DKG song: Report from Marika Heimbach (Germany). 3 min
- Malala Yousafzai: Honorary Membership. Marianne Skardéus. 2 min
- Any other business.

Proposal 1. *The Regional Director has to use the amount of money she has received from the European Forum for travel costs within the biennium.*
Proposed by: The EF Committee.

Proposal 2. *To ask DKG in Austin if they would pay travel costs for the European Regional Director.*
Proposed by: Riet / The EF Committee.

The European Achievement Award. Presented by Ria Bleeker (The Netherlands).

Close of business meeting.

Keynote Speaker: Katrin Saks (Estonia), who will speak on:

A Study on the Popularity of the Teaching Profession in Estonia.

Introduced by: Liilia Oberg.
Questions, discussion and thanks led by: Margarite Hanschmidt (Estonia).

10.30 Close of meeting.




MINUTES of the EUROPEAN FORUM MEETING
International Convention, Indianapolis, USA , on JULY 30th, 2014

The meeting started at 10:45.

Welcome: Ingibjörg Jónasdóttir, the European Forum Chair welcomed members to the Forum. This biennium European Forum aimed to find ways to accomplish the Forum goals, to be a platform for discussions and turn them into action. Our motto has been 'Activate our goals – unite European Members'.

Ingibjörg introduced the European Forum Committee members of 2012-2014. Introduction of reporters Anu Ariste (EST) and Evelyn Goodsell (GBP), timekeepers Björg Nakling (NOR) and Astrid Skaaland (NOR) and Ingrid Christiansen (NOR), organiser of the attendance sheets.

Words of Inspiration: Anu Ariste spoke about the different roles of a teacher. There is no other profession more interesting, challenging or full of responsibility than that of a teacher. However, a teacher is just a human and even her energy resources run out eventually. Therefore the key question about teaching is – how to be, and more importantly stay bright, energetic and youthful throughout the years? How not to burn out and spend energy uselessly?

In Memoriam: deceased members were honoured, Ingrid Christiansen read a poem and a white rose was presented.

Business meeting chaired by Sigrún Klara Hannesdóttir (ISL).

1. **Minutes of Forum Meeting in Amsterdam 2013**: Ingibjörg noted that the minutes were posted on the European website six months ago and have been printed in the Forum booklet. The minutes were signed as a true record of the meeting.
2. **Matters arising from the minutes not on the agenda**: there were no matters arising.
3. **Financial Accounts**: Ingibjörg introduced and explained the financial statement of the European Forum of 2013-2014 and the budget for 2014-2015.
4. **Matters arising from the finance**: Ingibjörg noted that the Forum budget is not enough any more. The travelling cost has risen in the last years and therefore not all travelling costs of EF Committee members can be reimbursed since some money has to be kept for other things.

Addressing a question about the costs of the pre-conference in Sweden not having been included in the budget for 2014-2015 Sigrun Klara explained that there is no requirement to have one. Ingibjörg added that the next EF Committee has to decide on this.

Marika Heimbach suggested that it should be clarified how and which costs of the RD are reimbursed concerning the one-Euro-per-member contribution from each European state. In the last years it has been channelled through the EF Committee treasurer. It was suggested that this matter should be discussed by the next Forum Committee.

5. **European Forum Report for 2012- 2014 presented by Ingibjörg**: the Forum Committee introduced a Strategic Action Plan for the biennium. Although we have not accomplished as much as we wanted, we have moved forward and started most of it.

The committee worked hard at our November meeting. We had good discussions about Society as well as education matters.

We focused on the SAP, there are four categories:

Service – the committee has to plan Forum committee meetings and Forum meetings each year and a pre-conference, and so we did.

Communication – we wanted to be more visible on the Website, to have topics, some worked, some not. But sometimes it is most difficult to start the ball rolling. We tried to encourage members to be active on our web and we started a Facebook page. It is still difficult to get members to send in material, but we had reports about State conferences, chapter projects etc.

Membership - we discussed ideas like finding focus groups for networking, having an 'associate member'. There are different ways and good ideas for each country how to gain membership and we have to remember that this is a society for women in various educational fields. We suggested expansion to some countries, i.e. Austria and Portugal, and put that forward to the Expansion Committee.

Finance – reports and budgets were presented as expected.

We believe that the Forum has a very important task. We need as many different ways to unite the members in Europe as we can. We need to communicate, discuss and inspire each other on many levels. We believe that with more communication through the Internet we can use our network to accomplish more.

6. **New DKG song**: the Norwegian members presented a DKG song from Norway by Annikken Soyland and Kirsten Sodal.

Marika Heimbach - the motion was passed in Amsterdam to find an alternative DKG song.

Marika told about the developments, she quoted Beverly Helms, "If you start this other countries might follow". Any member can add a song, we have to talk about how to develop the procedure.

7. **The Regional Director, Marika Heimbach**: the RD's report is in the convention booklet. In her report Marika states that all the State Organisation meetings she visited as a society representative "were unique in the different ways they were organized, in programmes, topics and venues; each one was very well planned and carried out". Marika said that she had sent a letter to European State Presidents thanking them for the support during her biennium as the RD.

8. **Other business**: Ingibjörg introduced the new European Forum Committee of 2014-2016. Trijny Schmitz du Moulin (NL) forwarded greetings from the new Euro-

European Forum Chair, Riet Smits (NL) who thanked Ingibjörg for working on the European goals.

Ingibjörg thanked EF Committee members of 2012-2014 for their contribution. The Committee members thanked Ingibjörg for her inspiration and leadership.
The business meeting closed at 11:40. Numbers attending: 31

The business meeting was followed by a lecture on '**Educational issues in Europe**' presented by Ann-Katrin Swärd (SWE). After the lecture participants had a group discussion and exchanged ideas inspired by Ann-Katrin's talk.

European Forum: Financial Review							***Revised budget in Paterswolde***
		1st July 2014 - 30th June 2015					
INCOME		US Dollars		Euros	Euros		
$3000 from HQ	$	3000.0	€	2359.4		€	2359.0
Carried forward from 2008 - 2009	$		€	216.0		€	216.0
European Achievement Award					200.0		
Total Income	$		€	**2575.4**	**200.0**	€	**2575.0**
EXPENDITURE in Euros							
Travel costs, 90%			€	1798.0		€	1900.0
Booklet printing cost						€	50.0
Website						€	50.0
EF Committee hosting costs			€	274.0		€	300.0
European Forum costs in Borås				0.0		€	200.0
Other, admin, postage, ink etc						€	75.0
Total Expenditure			€	**2072.0**		€	**2575.0**
Sum for EF and EAA			€	**503.0**	**200.0**		0.0
Heli Piikkilä, Treasurer	November 11 2014						

European Forum Operational Guidelines

I. European Forum

II. Goals

- to unite the European members, and celebrate their diversity.
- to give opportunities to discuss, in an open situation, issues of educational importance.
- to find ways to accomplish these goals and turn them into activities.
- to collaborate with, and support, the Regional Director. *(new goal).*

Each biennium the Forum Committee agrees its own goals to work towards and report on.
These goals should be set at the first meeting of the Forum Committee; they might be revised at the next meeting.

III. Membership
The European Forum is made up of members from each of these countries: Norway, Sweden, Finland, Iceland, The Netherlands, Great Britain, Germany, and Estonia. The representative group is called the Forum Committee.

IV. Finances
a) The fiscal year is July 1st – June 30th. A budget prepared by the chair, is agreed by the European Forum Committee each year and submitted to the International President.
b) The European Forum budget of currently 3, 000.00 U.S.D, is allocated from the Available Fund by the Administrative Board. This supports the Forum committee members for a proportion of their travel and accommodation costs at the Committee meeting. (The amount payable relies on members choosing the cheapest travel arrangements and staying in member's houses, with an amount being paid to the host for food provided). The rest of the money is spent on other expenses, such as communication (EuForia, website) and administrative costs.
c) A completed reimbursement of expenses form and receipts are required.
d) Members of the committee are working on behalf of their states and are entitled to reimbursement of the difference in their travel costs between the payment from Forum funds and the overall total from the funds of their respective states. (This item should be built into state budgets).
e) A financial report, prepared by the committee chairperson, and agreed by the committee members in June, is presented at the European Forum in July. A copy is then sent to Headquarters by November 15th. *There should not be any money left over at the end of the biennium. (Sentence to be deleted).*
f) Each country should decide how to facilitate participation in their state conferences by members in other countries.

V. Organizational Structure

a) Each country selects a representative to serve on the Forum Committee for the biennium. Nomination forms are submitted to the current Forum Committee Chair by March 1st of even numbered years. The Chair circulates the names of the new representatives to the state presidents, existing Forum Committee and new Forum Committee members.

b) *The new representatives send their vote for committee chair to the current Forum chair by May 1st. The name of each country's representative is submitted on a nomination form to the current chair of the European Forum by March 1st of even-numbered years. The current chair then circulates the names of the new representatives to: all state organization presidents, current Forum representatives, and incoming Forum representatives. (Repetition of a), remove).* The names and brief biographical details of those incoming representatives *who would be willing to become the next Forum chair** are then circulated to the new representatives by the current chair. Each incoming member then informs the current chair by May 1 of even-numbered years who they wish to be the new chair.

*(*Note: The nomination form will ask this question.)*

c) The chair organises the committee meetings and reports on the work of the Forum to International Headquarters. The chair selects two members to take the minutes.

d) Each committee representative is accountable to, and reports to their state organisation.

e) *The Forum committee decide the theme and format of the pre-conference seminar at the European Conference. (Remove, see VII. d).*

f) Activities of the European states, and all minutes of Forum meetings, are put on the European Forum website, run by the European Webmaster. A committee of five members, agreed by the Forum, supports the webmaster. The committee members are: The Forum Chairman, Regional Director, one state webmaster*, European Webmaster*, and a representative of the Communications Committee.

*European Webmaster, Eygló Björnsdóttir, Iceland. www.dkgeurope.org

*State Webmaster, Ebba Gamstedt, Sweden 2015-2017.

VI. Officers

a) Any European Forum committee member who is not the state president, nor a member of her state organization executive board, becomes an ex-officio member of her state organization executive board.

b) The Forum Committee serves for the period of one biennium.

c) The Europe Regional Director is an ex-officio member of the European Forum Committee. A chair and a treasurer are chosen by the committee members for a two-year period. The Forum Chair changes in even-numbered years.

VII. Areas of Activity

a) The European Forum holds two general forum meetings each biennium. The meetings take place during the European Regional Conference and International Convention.

The agenda of the Forum meetings should also be distributed electronically on the website, and that the minutes of the previous meeting should also be available one month before the date of the meeting, together with the itemised agenda. (Change to the following, more concise).

The itemised agenda for the Forum meeting, and minutes of the previous meeting, should be available on the European website one month before the date of the meeting.

b) The committee will write Guidelines for Forum meetings and reports.

c) The European Forum Committee meets annually for planning and discussion preferably in the first weekend of November.

d) *The European Forum Committee plans and organizes a pre-conference programme for the regional conference. (See Indianapolis minutes: delete, change to).*

The Forum Committee may decide to hold a pre-conference seminar at the European conference. The committee decide the theme and format.

They inform the conference steering committee and give guidance on costs. Details are published by the end of January of the conference year.

e) The Forum may select a project agreed by member countries to be carried out in the European Region.

f) **European Achievement Award.** This specially designed pin/pendant is awarded biennially at the Regional Conference, in recognition of distinguished service given to DKG in Europe.

The name of a member from any European state may be submitted on the recommendation form by European State Executive Boards to the chair of the European Forum by October 15th in even-numbered years. A decision is made on the recipient at the November Forum Committee meeting.

g) Each state contributes €25 biennially from their own budget to the award via their EF committee member in November.

h) **Travel costs of the European Director.** All eight countries agreed to contribute €1 per member annually from their own budgets to facilitate travel around the Region by the Regional Director. Money for this purpose in included in states´ annual budgets. The Regional Director receives the allowance from the EF Committee members in November, and submits an annual financial report on her expenses to the EF Committee meeting.

VIII. Amendments

Words in blue type are additions, information or changes.

Strategic Action Plan for the European Forum 2014-2016

SERVICE	*Results*	Dates
A. The EF committee plans and organises the activities for the biennium.		
1. Meets annually for planning and discussion.	Continues.	
2. Decides the venue of the meetings.	Peterswolde.	Nov '14
3. Plans online sessions for committee discussion.	Ongoing.	
4. Chooses, from names submitted, who receives the European Achievement Award.	Completed for this biennium.	Nov 2014
B. Plans the Regional and International European Forum Session.	Indianapolis, Boras.	Aug '14/15
1. The dates of European state conventions to be put on the website.	Agreed in Paterswolde. Completed 2015.	Nov 2014
COMMUNICATION		
A. Strengthen the member countries by using social media.		
1. Encourage members to send material to the website.	Ongoing.	
2. The Committee will start to give information on the web about what is going on in the European States.	Agreed in Paterswolde. Work continues.	Nov 2014
3. Encourage the web committee to organise online meetings.	Ongoing.	
4. Publish projects for DKG members on the website.	Ongoing.	
5. Establish a group around Eyglo, the EF webmaster, to collect material and come up with suggestions.	Agreed in Paterswolde. Work continues.	Nov 2014
6. Establish discussion groups on the website, with focus on relevant subjects.	Work continues.	
7. A news section on the web to be established with the title 'Good Examples', these could be *Schools for Africa,* special education etc.	Agreed Paterswolde, EF members will gather information about projects.	Nov 2014
B. ***Encourages cooperation between member countries, international committees and the Regional Director.***		
1. Start a web page, or link, for each international committee for communication.	Ongoing.	

2. Plan a meeting at the Regional conference for all European members of international committees.	Ongoing.	
MEMBERSHIP		
A. Consider new strategies for gaining members and encourage diversity within chapter/state/region.		
1. Publish a list of various educational sites on the website.	Ongoing.	
2. Offer to find support for other countries.	Ongoing.	
3. Collect ideas which have been used to gain members and analyse the results. Report on which ways which have been successful.	Agreed in Paterswolde. Work continues.	Nov. 2014
B. Encourage expansion, interaction and assistance.		
1. Support chapter expansion in other countries by publishing good practice on the web.	Ongoing.	
2. Suggest expansion into other countries to the International Expansion Committee.	Ongoing.	
3. Encourage all committees (past and present) to use the website.	Ongoing.	
FINANCE		
A. Present a Report at the European Forum in July with a copy sent to HQ by November 15th.		
1. Budget and report agreed by the committee members.	Presented & agreed.	April 2015
2. Collection of 25 Euros in even numbered years for the European Achievement Award, and 1 Euro per member for the Regional Director every year.	Completed.	Nov. 2014
HISTORY		
1. A history of the different European states, or links to state histories, to be put on the website,	Agreed in Paterswolde. Ongoing.	2014
CELEBRATIONS		
1. The founders. A list of state founders and European Region founders to be put on the website.	Agreed, Paterswolde. Ongoing.	2014
2. A list of the European Achievement Award winners to be put on the website.	Agreed, Paterswolde. Ongoing.	2014
3. EuForia, celebrate the 15th Anniversary.	Agreed, Paterswolde.	2014







With thanks to Dagmar Ullmann for her photographs.




The EF Committee at work in Riet's House, Paterswolde.