

# Conference for Bursars, Business Managers and HR Staff



Professional Training & Networking Event  
10 /11 February 2017

**ST. JULIAN'S**  
SCHOOL



## WELCOME

Dear colleagues,

Welcome to Portugal and to St. Julian's School.  
We are delighted to be hosting the third edition of COBIS' Conference for Bursars, Business Managers and HR staff.

For this year's edition, we have chosen the theme of Sustainability.



The international schools market continues to expand rapidly, and Britain remains the flagship for education influences within the international market. Adopting sustainable practices and standards has relevant implications in the way international British schools make decisions on key strategic, financial, facilities and innovation issues. In this context, established schools have increased responsibilities over the way we conduct business, market ourselves to families and produce long-term value.

To advance our conference, we have prepared mix of uniting discussions, involving our own staff and guest speakers. We have aimed to keep a balance between strategic approach and the inevitable implementation and tactical challenges we face every day.

We trust this encompassing and aspirational idea creates an excellent opportunity to network, share knowledge and find creative solutions to our common problems.

With kind regards,

**António Vilhena**  
Head of Finance & Business Operations



## Programme - Schedule

Main Theme: Sustainability in Schools

### Friday 10th February

TIME	VENUE	
12:00 / 13:00	Main Hall	Registration - Welcome - Light Lunch
13:05 / 13:10	Main Hall	Opening Speech - Craig Monaghan
13:15 / 14:15	Main Hall	Main Conference - Paul Cabrelli - Consilium Education
14:30 / 15:15	Main Hall	Main Conference - Milton Sousa on Leadership
15:20 / 15:35	Dining Hall	Coffee Break
15:45 / 16:30	A - Primary Hall B - Main Hall	Session A - Craig Monaghan on HR    Session B - H. Regueiró on Facilities
16:45 / 17:30	Main Hall	Main Conference - Mrs Kirsty Hayes - British Ambassador to Portugal
17:35	Main Gate	Walk to Hotel
19:45	School Palace Staff Room	Cocktail
20:30 / 22:30	Dining Hall	Conference Dinner
22:45	Main Gate	Walk to Hotel

### Saturday 11th February

TIME	VENUE	
8:00 / 8:30	Hotel	Walk to School
8:30 / 8:45	Main Hall	Welcome Coffee
8:50 / 8:55	Main Hall	Welcome back Speech - Gurpreet Bansal - COBIS
9:00 / 10:00	Main Hall	Main Conference - Nuno Dias - Capgemini
10:10 / 11:00	Main Hall	Sponsored Conference - WCBS - Integrating Solutions
11:05 / 11:20	Dining Hall	Coffee Break
11:30 / 12:15	A - New Gym B - Main Hall	Session A - Pedro Cruz on Finance    Session B - Liliana Soares on BREEAM
12:20 / 13:05	Main Hall	Closing Session - António Vilhena - Sharing Best Practices
13:15 / 14:15	Dining Hall	Lunch & Conference Ends



**Craig Monaghan**  
Headmaster, St. Julian's School

A leading international educator and experienced Head of School, Craig has been Head of School (Director/Principal) of four schools. All have been highly successful schools with exemplary world-class results, with enrolments between 1000 - 2300 students. He has extensive experience in a range of different educational settings. His experience is not limited to school leadership but also includes accreditation experience, a number of visiting team experiences and taking his own schools through successful CIS, MSA and NEASC accreditation. Craig has experience in consultancy work to assist school leadership teams, and school inspections. He was also on the Board of the Cambridge Examination International Board for all CIE schools in New Zealand. In this workshop, Craig will be facilitating a discussion on recruiting. He recruited over 80 quality staff in the year when revolution broke out in Cairo, was an example where recruitment is more than having a good package and place to live: it is more about selling an ideal or a vision. Attendees will be able to explore and learn from one another and others who will share best practice and frustrations in recruitment in international schools.



**Paul Cabrelli**  
Consilium Education

An educator specialising in business and economics, Paul's career progressed from the classroom in his native Scotland, to financial leadership in Hong Kong, where he was Director of Finance and Business at the Chinese International School (CIS) and New York as the Director of Business at the United Nations International School. At CIS, one of Asia's IB Schools, he oversaw a period of extensive expansion and construction, while at UNIS he was closely involved in the School's facility redevelopment at a time of great change for the School. He also worked closely with board members from the U.N. and the wider New York Community.

On returning to the United Kingdom, he became the International Business Director of Wellington College, Managing Wellington's overseas expansion project leading to the opening of two schools in China. Now as an International consultant based in London, Paul gives advice to international and independent Schools on a wide range of business, financial and governance issues. He has worked extensively with leading stand-alone international schools and private independent schools planning overseas expansion.



**Milton de Sousa**  
Associate Professor  
NOVA School of Business and Economics

Milton de Sousa is an Associate Professor Adjunct and Academic Director of the CEMS MIM at NOVA School of Business and Economics. Previously, he was Director of the MBA Programs at the Rotterdam School of Management, Erasmus University in the Netherlands. Milton currently also serves as President of the Estoril Institute for Global Dialogue, a think tank dedicated to globalisation and local change. He chaired 3 editions of the Estoril Conferences, a large international forum on globalisation that gathers renowned world leaders from business, academia and public sector. In that quality he has worked with the United Nations, World Bank, European Commission, NATO, and several world class universities. In Business, Milton founded Leaders2Be, an organization that he ran for 5 years offering leadership development programs. He worked in various research and management positions, including Royal Philips Electronics, and as a strategy and management consultant at Sociedade Portuguesa de Inovação and the Hay Group. Milton is a frequent speaker and guest lecturer on the topics of leadership and organisational behaviour in several universities and business schools.



**Helder Regueiró**  
Facilities Manager, St. Julian's School

Helder Regueiró graduated in Civil Engineering and has postgraduate Degree in Project Management. He worked in the construction and real estate sectors for over 15 years and joined St. Julian's School, two years ago, as a Facilities Manager with Project Management responsibilities.

Helder has an extensive experience in project management and his interests and main work motivations are in the developing, rehabilitation and sustainability areas.

He is an expert on construction site logistics, layout, as well as materials management and supply-chain management. His work involves, planning, scheduling, and visualisation of construction processes and team management



**Mrs Kirsty Hayes**  
British Ambassador to Portugal

Mrs Kirsty Isobel Hayes is Her Britannic Majesty's Ambassador to the Portuguese Republic since September 2014. Mrs Hayes joined the FCO in 1999. Her most recent post was as Head of the FCO's International Organisation Department, where she was responsible for policy on the United Nations, the Commonwealth, OSCE, war crimes and sanctions, and was the UK's lead negotiator at the 2013 Commonwealth Heads of Government Meeting. She has had postings in Washington and Hong Kong, as well as spending three years in Sri Lanka accompanying her husband who was then British High Commissioner. Whilst in London she has worked on areas including the European Union, the environment, human resources and communications.

She is married to Dr. Peter Hayes and has one daughter and one son.



**Nuno Dias**  
Senior Manager  
Technology Services Capgemini

Nuno Dias is a Senior business and people Manager in the IT Consulting area, covering a wide range of industry sectors. Starting over 20 years ago as a Systems Engineer, he rapidly progressed to a management career. With nearly 20 years of experience as a Director, Nuno Dias has worked with some of the major players in the IT Consulting market (IBM, EDS, HP, PWC and now Capgemini) having led an Iberian delivery team of 800 people with direct report to the European Management Structure at HP. His management skills cover the responsibility of service definition, sale and delivery, people management, financial management and IT consulting strategy and business development.



WCBS Joined up thinking - integrating solutions and demystifying the cloud

Results from a recent global information management survey, conducted by WCBS in partnership with International School Consultancy (ISC), show that 61% of schools reported 'being able to see all the pupil data you need at a glance' as a main challenge. In this seminar we will discuss the best ways of bringing data together from a wide range of solutions. We will also be exploring the use of 'cloud' - what exactly is it? How does it work and what are the pros and cons of using cloud functions within a school?



**Pedro Cruz**  
Support Services Manager  
St. Julian's School

Pedro Cruz joined St. Julian's School four years ago as a Support Services Manager.

He has a Postgraduate degree in Tax law, a Degree in Accounting and Administration and executive Training in Advanced Negotiation.

Pedro was involved in the process of developing the School Reporting system from the concept phase up to implementation. Some of his tasks involve the negotiation and monitoring of school contracts, insurance, management control system, bank information, accountancy and tax matters, and is also a member of the St. Julian's School Catering Committee, among others.

Since joining St. Julian's School, Pedro helped to increase the efficiency of the school services and reduced its costs. Outside St. Julian's School he had previous experience in working with efficiency applied to the administration areas, reporting, and reducing waste.



**Liliana Soares**  
Senior Partner at S+A Green Lab

Liliana Soares has a background in Environmental Engineering from Instituto Superior Técnico (IST) and an Advanced Training Diploma in Construction, also from IST. Liliana has also international credentials for the certification and project management of sustainable construction projects by BREEAM, LiderA and SBTool systems.

Liliana is since December 2014, coordinating Sustainable Building and Urban Planning Departments, conducting to this date, Strategic Environmental Assessment of projects, Management and Evaluation of sustainable construction projects, working on energy efficiency, air emissions, water consumption, wastewater production and waste and material management. She has also experience in developing environmental awareness actions and development of buildings manuals (best practices for users and building managers) as well as technical and economic assessment of sustainability measures selected for each project. In ECOCHOICE she was also a key element in international activities, particularly in Brazil and Mexico markets.



**António Vilhena**  
Head of finance & Business Operations  
St. Julian's School

António has 13 years of experience as senior education administrator. He has a solid background in finance and operations, gained through his previous experience in the banking and corporate sectors. He is also a Board member of non-profits and corporate businesses. MSc in Management, he has extensive executive training in the areas of innovation, leadership and negotiation. He is passionate about developing and implementing comprehensive systems to solve organisational efficiency problems. He is also a certified trainer that enjoys expanding knowledge and passing it on to others. Recently he has volunteered as Treasurer of the Green Team, an action group formed by St Julian's staff and parents to steer the school's sustainability agenda.



## Exhibitors

Worldteachers Recruitment Ltd

Notts Sport Ltd

CES Holdings

WCBS

The School Uniform Specialists

TTS Group Ltd

TES