

## **School Board Meeting Minutes**

### **Regular Meeting**

**Thursday, April 22, 2010**

### **AISB Library**

**Present:** David Henry (DH), Omar Saibou (OS), Claudia Vondrasek (CV), Magnus Bucht (MB), Monique Uwimana (MU), Kathleen Peoples (KP), Steve Lutterbeck (SL) arrived late

**Absent:** Rick Caswell (RC), Petra Waslander (PW)

**Others Present:** Lynn Robinson (LR), Teachers' Representative, Michael Deutschmann (MD), Project Manager, Randy Neen (RN), Secondary School Principal; Lisa Cullen, parent

#### **1. Opening**

Call to order at 7:15 by OS.

Approval of March 23, 2010 meeting minutes; ALL (4 voting members) in favor

#### **2. Teacher's Report** (by LR)

Highlights included:

Parent teacher conferences were well attended

Science fair next week and will include: Junk box, forensics, biolab, 'compute this,' and the knowledge bowl are the various competitions proposed and finals will be held during the evening parent visit, April 29. Grades 1-6 have about 35 projects in competition

MAP testing begins May 3 for two weeks.

#### **3. Director's Report** (by DH)

##### **(See handout)**

Enrolment projections are good for next year.

Randy presented the various accreditation options – 'Reflections on Standards of Quality', or 'Excellence by design (EBD).' Either option takes approximately 18 months to complete the study. With EBD the school develops a 7 years plan. EBD is for schools that feel that they have a strong

base. Randy will participate in an accreditation team for a school moving through an EBD process from April 26-30. Upon his return we will consider our options and chose. Another option is the Council for International Schools, CIS, premiere international accreditation agency – rather European/UK based, and good for IB schools. This is a self-review process, but costs about 20-25K, and is specific for int'l schools. This is done in tandem with an MSA reflections accreditation, and is a popular option for schools.

MSA has us scheduled for our process review (team visit) in November 2011, in 18 months. So we can make a decision when Randy gets back, based upon recommendations.

Security grant was refused due to understanding that the school was classified as new construction, and monies for the security measures should have been included in the design. Monies for the security measures were included in the design.

#### **4. Facilities Committee Report** (by MB)

Magnus presented the discussions about the changes to the present construction contract, starting immediately. This is particularly important to start the perimeter wall before the rainy season. Additionally there is masonry work to be conducted, and Randy Brown will return to supervise the work. Facilities committee also approved the inclusion of Fire Safe Protection door.

Clarification on tax exemption-in-waiting situation, as both the architect and the contractor are asking for tax-exemption letter.

Construction update: Progress is slower than desired due to shortages of qualified workers given the level of construction in Bamako. 45.6% finished, and main building is at 51%. Concrete works finished on ground floor and in 4 weeks, second floor is finished. This is the time when topping ceremony will happen and we can start promoting the school to the Malian community. Tiling work started and looks very good. Then doors and windows will be done next, and 1 sample room to serve as a showcase. Construction will not be done by August, but December looks very promising.

FGA letter from the Embassy just sent this week to get the OPIC risk insurance approved. We may need to get a third Ecobank bridge loan to cover costs while we wait for disbursement of OPIC loan.

#### **5. Finance Committee Report (by SL)**

The budget will need to be revised to include new information about the lack of security loan from the Embassy. We will need to revise the numbers. Motion to approve the current revision of the 2009-2010 budget, All in favor (5 voting members).

Motion to approve the school fees increases. All in favor (5 voting members).

Motion to approve the amended proposed budget for 2010-2011, with the including of \$5000 as a placeholder for line 5906, knowing full well that there will be important adjustments made over the next few months. All in favor (5 voting members).

#### **6. Board Retreat Objectives (OS)**

Will be held May 22-23 2010, and John Ritter will be facilitating the retreat. We recommend that we add a section at the beginning of the training on reflections on operations, performance and needs from the previous year. There may need to be changes made to the training schedule to accommodate topics arising from the reflections on current board operations, performance, and needs.

#### **7. General Meeting and Board Elections (OS)**

This meeting will be held on May 11, and the next regular board meeting will be May 25, 2010. Motion to approve the agenda. All in favor (5 voting members)

#### **8. Board Self-Evaluation (OS)**

Results seem rather average, not great, not bad. Is this a sign of our mediocrity or of our effectiveness? May need to consider a different tool for our evaluation something looking at the progress against board goals and the school mission, since that was not yet done. This discussion will need to be revisited during the board training.

**Meeting adjourned at 9:27 pm.**