

**School Board Meeting Minutes**  
**Regular Meeting**  
**Tuesday, Nov 24, 2009**  
**AISB Library**

**Present:** David Henry (DH), Steve Lutterbeck (SL), Omar Saibou (OS), Rick Caswell (RC), Claudia Vondrasek (CV), Magnus Bucht (MB), Monique Uwimana (MU), Kathleen Peoples (KP), Petra Waslander (PW)

**Absent:** Iris Berfelo (IB)

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

**Opening**

Call to order at 7:15 by OS.

Approval of Oct 22, 2009 meeting minutes; ALL (5 voting members) in favor

Approval of the Extraordinary Session; ALL (5 voting members) in favor

Approval of Petra Waslander as new AISB Board member as replacement of Iris Berfalo; ALL (5 voting members) in favor

The date of the next Board meeting was set for Jan 19, 2010.

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

Highlights included:

Appreciation of the teachers' conference in Dakar – teachers thank for the time off.

Successful author visit, Eric Kimmell Nov 15-16 with a variety of activities with students and parents.

Fourth grade overnight to Siby went well, focusing on team building.

AP Geography trip went to a sorghum-growing village, well appreciated.

**Director's Report** (by DH)

**(See handout)**

-Enrolment is up to 168 up from 167 in October (error in previous report).

-Development of Moodle and Blogs for each of the classes. A Moodle is an on-line platform for education.

Randy's blog address is at [rneen.wordpress.com](http://rneen.wordpress.com) and has information about Moodles)

-Proposed Monday Nov 30 holiday for Tabaski holiday if declared a holiday by the GOM. Approval of Tabaski holiday on Mon 30; (4 voting members in favor, 2 against)

-MAP testing was conducted and AISB scored higher than the norm in 18 of 21 test scores.

-Parent-teacher conferences were well attended.

- Loan agreement being reviewed by OPIC attorney and Malian attorney, and signature should be made and potential first disbursement for March 2010.
- Bridge loan first installment of 780 million FCFA in our account at ECOBANK.
- OPIC Insurance Visitors to AISB to visit new and old campus. DH looking for volunteers to meet them late afternoon Monday Nov 30.
- Electronic parent survey about program and activities results to be shared at next meeting. DH does not expect AISB staff to take on additional program development this year.
- Self-study timeline Update: RN announced that this self study would begin in March 2010 to end in Nov 2011. Preliminary work already begun. We will need to examine three different types of accreditation and make a decision about direction for AISB in the future. Reflections was the accreditation protocol used for AISB's current accreditation.

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

OPIC loan moving forward; Ecobank first disbursement done. MD would like to move out more to construction site rather than in the office.

19% of the construction is finished; but have given order that the slowdown period is over and contractor has two weeks to pick up speed on the progress. Still expect that main building will be completed by end of July 2010.

### **Finance Committee Report (by SL and DH)**

Audit recommended including fixed assets into the financial report. This is particularly important as the new school is built. Our current fixed assets, excluding land and buildings is listed at about \$300K. Motion to approve the 2008-2009 audit report, ALL in favor (6 voting members, N.B. Petra joined the meeting and so we have 6 voting members for the remained of this meeting.)

### **Policy Committee (by MU)**

Section 7 draft recommendations were presented and discussed with suggested edits. The Board asks that the Policy Committee revise some of the wording in this section.

Section 8 will be reviewed by the Leadership Team and then the Policy Committee and they will make recommendations before presenting them to the Board.

The Effective Meetings Checklist results were reviewed. Scores show that the Board as a group is working effectively together. Board asked to fill out the Roles and Responsibilities Checklist for this current meeting.

**Meeting adjourned at 8:48 pm.**