

**School Board Meeting**  
**Regular**  
**Tuesday, September 18, 2007**  
**7:15 pm – Library**

**Present:** David Henry (DH, Director), Rob van Doeselaar (RD), Olivier Verstraeten (OV), Kellie Lartigue (KL), Christy Bennett (CB), Lisa Nichols (LN), Nico Barning (NB)

**Absent:** Betsy Wagenhauser (BW), Stephanie Syptak (SS, Ambassador's Rep)

**Others present:** Jeff Mortelette (JM, Teachers Rep), Kim Tiffany (PTO),

**I. Opening**

- A. Call to order 7:15
- B. Approval of minutes for August 28 meeting. A motion was made to approve the last minutes with a change in the final bullet of the Terms of Reference for M consulting. The last item will become a bullet as it is an important part of the assignment. All in favor – 5

**II. Action Items/ Decision Items**

- A. **Election of new member and new Vice chair:** Nico Barning was introduced for election to the Board to replace Marjon Tuinsma, who had resigned. He presented his experiences having served on other boards.

**Motion:** a motion was made to approve Nico Barning as the new Board member (non-US passport holder) Approved: All in favor – 5

**New vice chair:** BW will be asked to serve as Vice Chair; prior to BW's return from leave CB will serve as the interim vice chair.

- B. **Approval of Final 2006/07 Budget Statement and Closure of Fiscal Year**

A motion was made to approve the 06/07 Budget Statement.

All in Favor - 6

- C. **Approve audit firm:** A motion was made to retain the same audit firm, FAACIM, for this year's audit. All in Favor - 6

- D. **Approve Director's Goals and Director's Evaluation Process**

A discussion was held on a tool for evaluating the Director. A motion was made to adopt the tool with proposed changes. Each member will complete the forms and these will be compiled into one result from the Board and shared with the Director. All in Favor - 6

A motion was made to approve the Director's Goals. All in Favor - 6

- E. **Approve Organization Goals for 2007-08**

The revised draft of the organizational goals were discussed and changes were proposed (see new version prepared based on agreed upon changes). Overall the goals were consolidated into four goals. A motion was made to approve the new organizational goals. All in Favor – 6.

- F. **Approve Agenda for AISB Association General Meeting on September 25, 2007**

The proposed agenda for the General Meeting was discussed and changes were proposed. It was suggested to add the PTO as an agenda item and to have Jeff Mortelette present something similar to the teachers report at the meeting, which gives a good overview of student activities. A motion was made to approve the agenda with the proposed changes. All in Favor – 6

### **III. Information Items**

#### **A. Teachers report**

**(See attached Annex 1)**

It was suggested that the Teachers' Report be presented at the General Association meeting on September 25.

#### **B. Directors Report (see attached Annex 2)**

During the Director's Report the issue of class size and teacher's aides was raised. The issue was whether the school needs additional teacher's aids, particularly if there are more than a few ESL students in the class. DH explained that young children adjust very quickly and pick up English. However, he would look into whether some of the teachers feel they need additional help and let the Board know.

#### **C. Finance Report (see attached annex 3)**

A revised budget will be presented at the next Board meeting.

#### **D. Facilities update:**

CB reported four points from the Facilities Meeting on September 17<sup>th</sup>:

1. Gautam will make contact with the architect, Boubacar Diallo and the Project Manager, Mr. Camara to set up an appointment for interested board members.
2. Considering the recommendations of M Consulting, it is necessary to further research the potential effects of the high tension wires on the property. Gautam will follow up on this point.
3. The committee recommended that another opinion (M Consulting if they agree) be sought for the grading and building up of the land. This will be pursued after contact with Mr. Diallo is made regarding the initial surveys done of the land.
4. A lawyer will be retained to advise on the contracts and future building issues.

#### **E. Policy Report**

(See policy issues under action items) A discussion was held regarding parent participation in committees. It was decided that parent volunteers who are interested in serving on policy and facilities committees will be welcomed and this would be announced at the General Association meeting on September 25<sup>th</sup>.

**Adjourned 10:10**