



**Minutes of the Regular Board of Directors Meeting
Wednesday, November 14, 2018**

PRESENT

✓ Mrs. Elena Molina	-	President
✓ Erin Bateman	-	Vice President
✓ Mr. Guillaume Dehem	-	Treasurer
✓ Mrs. Eugenia Mzikazi Bhebhe	-	Board Secretary
✓ Mr. Claude Sebre	-	Trustee
✓ Mrs. Raluca Eddon	-	Trustee
✓ Ms. Erin Tyler	-	Trustee
✓ Dr. Peter Zeitoun	-	Director

ABSENT

✓ Mrs Colleen Borley	-	Trustee
✓ Mr Ali Khalil	-	Trustee

COMMUNITY MEMBERS IN ATTENDANCE

- Mr. Cenk Kececioglu	- Ms. Emma Kouadio
- Mr. Juan Saavedra	- Mrs. Margit Heinrichs
- Ms. Christine Oduor	- Mrs. Hiol Marlyse Elodie
- Mrs. Aissata Sangare	- Ms. Gabriela Rife

1.0 CALL TO ORDER

The President of the Board called the meeting to order at 6:10 P.M.

2.0 APPROVAL OF THE AGENDA

The agenda was approved virtually.

3.0 APPROVAL OF THE MINUTES

The minutes of the October 17 Meeting were approved virtually.

4.0 CORRESPONDENCE

None.

5.0 REPORTS

5.1 DIRECTOR'S REPORT

- **Enrollment:** The Director in his report noted that the enrollment numbers declined slightly from 452 to 450. He noted however, that more students are expected to join ICOSA in January. He further observed that the overall increase in the enrollment compared to last year was probably attributable to the fact that not many students left at the end of the last school year as had been



International Community School of Abidjan

Learning and Leading in a Collaborative Culture

the trend in the past. He informed the meeting that this year's school pague was designed by a student who unfortunately had to leave due to the family relocation.

- **Activities:** The director reviewed the various activities that have taken place to date such as the UN Day, the anti bullying campaign, the counselor's corner, and the IB information session. He expressed his appreciation to Mrs Raluca Eddon for having facilitated upper school panel discussions on UN day, enriching the UN day celebrations. He also informed the meeting that the school had encouraged the students to tie-dye some shirts in pink, so that they would be worn during the anti bullying campaign days. The school is planning to carry out this campaign once every month. The Director undertook to explain in the next school newsletter the history of the campaign and why ICOSA is participating.

The Director also informed that meeting that the PTO is meeting regularly and that they are currently organising a clothing and toys drive for an orphanage in the east of Cote d'Ivoire.

The meeting was informed about the recent visit of renowned author E.B Lewis. He further noted that Gordon Eldridge was also on campus for a Common Ground Collaborative training with teachers. The director further informed the meeting that in December the school will launch the "Hour of Code", which is an opportunity for students to learn to code which, in the near future, the school is planning to propose that it be a WAISAL competition activity.

- **WAISAL** The director informed the meeting that ICOSA is participating in 9 WAISAL tournaments this year. He expressed his satisfaction on the overall successful soccer tournament that took place from the 9th to the 10th of November. He noted that ICOSA represented the school well, with the Girls Team taking 2nd place and and the Boys 3rd place. He also observed that there was positive feedback from the community and that there were no incidence of injury this year. He informed the meeting that the school attended the band WAISAL in Abuja at the beginning of the month for the first time and the Volleyball team was currently travelling to a tournament in Abuja as well. The meeting was informed that in 2019/2020 ICOSA will host both the Swimming and Volleyball tournaments.
- **2019-20 School Calendar:** The director presented the proposed calendar for next school year. The meeting noted that the calendar did not make provision for the Thanksgiving holiday. In response, the Director noted that November already has many national holidays, and adding more holidays would reduce instructional days and disturb the flow of instruction. The minimum number of instructional days required to maintain accreditation is 180. The meeting resolved to discuss the matter further during the executive meeting.
- **Facilities:** The director informed the meeting that of the 8 companies that are working on bids for the covered courts, 3 had submitted their quotes at the time of the meeting and 2 more were expected shortly. He further noted that negotiations with ETECO were on-going on the design of the pool canopy.



- **Agenda to Promote ICSA:** The meeting was informed that there is a series of short videos that are being shot on campus for purposes of marketing the school. The aim is to post them on the school website in December.

The meeting was also informed that there is now a School Well-being Committee that is all inclusive.

The Director informed the meeting that ICSA is part of of the Association of International Schools in Africa (AISA). As one of its terms of reference, AISA carries out research on School effectiveness. AISA has put together a school effectiveness framework to guide the schools. ICSA is incrementally following the guide.

5.2 BOARD REPORT

- **Director's search:** the president informed the meeting that new director's contract has been signed and that the transition process is underway.
- **Statutes Revision:** The Board President noted that discussions with the sponsor on the revision of the statutes are ongoing.
- **Finance Report:** There was nothing new to report under this section.

6.0 COMMUNITY COMMENTS

A board member congratulated the school on the involvement of the students in the recent parent teacher conferences. She noted that it was motivating factor for the students in their learning. The Upper School principal informed the meeting that the students will increasingly play a more active role in future parent teacher conferences.

A community member asked for reassurance on the safety of the new playground equipment. In response, the director said the school has done due diligence to ensure that the structures are safe and that they actually assist in the physical development of the children. The Lower School principal also gave her assurance on the safety of the playground, noting that no accident has been reported since the beginning of the school year.

7.0 DATE OF NEXT BOARD MEETING

The next meeting will be on December 12, 2018.

8.0 ADJOURNMENT

The meeting ended at 6:40 p.m.

Recording Secretaries: Mrs. Patricia Amouzou & Mrs. Eugenia Mzikazi Bhebhe