



Report of the Board of Directors Meeting August 19, 2020

PRESENT

✓ Mrs Elena Molina	- President
✓ Mrs Elizabeth Brogaard-Allen	- Vice-president
✓ Mr Ali Khalil	- Trustee (interim)
✓ Ms Raluca Eddon	- Trustee
✓ Mrs April Wells	- Trustee / US Embassy rep
✓ Mrs Adama Traore-Wega	- Trustee
✓ Mr Stefan Weir	- Trustee / US Embassy rep
✓ Mrs Eugenia M. Bhebhe	- Secretary
✓ Mr Seamus Hennessy	- Director

ABSENT

✓ Mr Guillaume Dehem	- Treasurer
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1.0 CALL TO ORDER

The meeting was called to order at 6:10pm.

2.0 APPROVAL OF MINUTES

The minutes of the meeting held on the 10th June, 2020 were approved.

3.0 CORRESPONDENCE

Two pieces of correspondence have been received since June and they are being dealt with by the relevant parties.

4.0 DIRECTOR'S REPORT

4.1 Ms Amany, the IB coordinator presented a report on the IB results for the class of 2020, noting that there was a 100% pass rate. The Board congratulated the school for this resounding success. The meeting observed that the average IB scores were improving each year. Ms Amany and the leadership went on to share the goals for the IB programme for the next few years. The Board encouraged them to organise a meeting with the community in which they will present more detailed information on the IB programme.

4.2 The Director described the various measures taken by the school to minimise the risk of COVID transmission, including getting the students to sanitise their workspaces after every class, having unidirectional walkways the students move on campus, the correct and constant wearing of masks and frequent handwashing. He also informed the meeting that P.E. has been modified to low impact activity so that the students can keep their masks on. He informed the meeting that no one will be allowed on campus with a fever or any sign of illness regardless of the cause. He also noted that the staff had training before schools opened so that they will be able to monitor and assist the students to observe



these protocols. He noted that the school is reflecting on how to improve the movement of students at exit time, as currently they all leave at the same time.

4.3 The Director briefed the meeting on ongoing personnel matters.

4.4 The meeting was informed that the Child Protection Policy was updated. It was approved for the current (out-going) Board president and Vice-president to be the Board representative(s) on the Child Protection response team.

4.7 The Director informed the meeting that various considerations are being made to continue the momentum on the planning and design of capital projects of the school in light of the COVID -19 environment.

5.0 BOARD'S REPORT

5.1 The Board chair reminded members to familiarise themselves with the work plan and calendar for the 2020/21 school year. She further reminded the meeting that there were some documents to be approved and signed, namely the Code of conduct, the Ethics Code and the Essential Agreements.

5.2 Ms Wells will be the Board representative on the Safety & Security taskforce.

5.3 Governance Committee

5.3.1 The meeting noted that the Nominating Committee has called for potential candidates to express their interest in being part of the Board.

5.4 Finance Committee

5.4.1 The Board discussed the budget and it will be firmed up when the enrolment figures are confirmed. The Director noted that the figures for enrollment will be clear in the next two weeks as families are still coming in. He further noted that a hybrid system of instruction consisting of live sessions and google classrooms to cater for those who are not yet in school is currently being offered. The meeting observed the need to continue the evaluation of distance learning thus far in order to prepare for any eventualities.

6.0 A.O.B.

The Board undertook to review various policies to meet emerging issues.

7.0 ADJOURNMENT

The meeting ended at 8:47. The next meeting will be held on the 23rd of September, 2020.

SUMMARY OF VOTES/DECISIONS

The Board made the following decisions:

1. Review various policies in light of emerging needs.
2. Ms Wells to represent the Board on the Security Contingency Taskforce.
3. Ms Molina (until term expires) and Ms Brogaard-Allen represent the Board on the Child Protection Response Team.



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4. Approval of the Essential Board Agreements

Recording Secretary: Eugenia M. Bhebhe