



Minutes of Annual General Meeting, November 18, 2020

Attendance

The AGM Zoom meeting had 65 participants.

1.0 **CALL TO ORDER**

The President of the Board, Mrs. Elizabeth Brogaard-Allen called the meeting to order at 6:05 pm.

2.0 **AGENDA**

The agenda of the meeting was as follows:

- ✓ State of ICSA
- ✓ School Annual Academics & Athletics
- ✓ ICSA Board
- ✓ Finances
- ✓ Community Comments
- ✓ PTO Events

3.0 **DIRECTOR'S REPORT**

The director started his report by introducing to the audience the officer in charge of Child Protection in ICSA, in the person of Maipelou N'Guessan.

State of ICSA

- ✓ The director gave an overview of the faculty by nationality as follows: 29% of staff are from Cote d'Ivoire, 12% are from other African countries while 20% are from the USA and 23% from other countries (non-African or USA).
- ✓ On the number of students, it is important to notice that there is progression. The number went from 375 students in the year 2014/15 to 465 students for the current school year, with more students in Upper School.
- ✓ On the curriculum, the director listed the programs used by the school: the Common Ground Collaborative, the International Baccalaureate and the Early Years Evaluation (EYE).

School Annual Academics & Athletics

- ✓ On Academics, the director highlighted the IB results for the past three years with an emphasis on last year's result which is 100%. He commended the principal and teachers for a job well done with students to attain this result.



- ✓ The participants were also briefed on MAP Testing which helps to test the students capacity in Maths, English and language usage, compared to other international schools. The middle school just finished their MAP Testing and results will be sent to parents very soon. Generally speaking, ICOSA students score slightly higher than the world average on MAP testing and the difference improves in the later years (grades 4 and 5).

Service Learning

Mrs. N'Guessan made a brief presentation on Service Learning and the challenge faced during this Covid 19 period. Due to restrictions related to the pandemic, Service Learning will focus on in-school activities like reforestation by including parents. It will also work on the Mushroom house project and empower students to help communities through fundraising.

Waisal

Due to Covid 19, the school has not embarked on international competitions yet. There is swimming going on as well as adapted sports on campus. Students also participate in some virtual events in Africa. There is a phased plan for reintroducing sports, the school is currently at Phase 2.

Facilities

The director reported that in order to improve the facilities in place, 2 architects from abroad already visited the campus, one of which will come back for presentation. The 3rd group is based here in Cote d'Ivoire and has already come for topography work. By January, the community will be able to choose from the 3 groups so that the building work can start in summer.

The director also informed the meeting that the generator has been purchased and installation is about to start so that in January it is fully functional. The generator will provide power for the entire campus.

4.0 BOARD REPORT

The board president introduced board members to the participants. She proceeded with her report by reminding the audience of the board's role and mission. The strategic plan for 2019-2021 was also presented with the key aspects which are Quality Staff, Quality Facilities, Quality Academics and a Secure Financial Position.

The president ended her report by highlighting the priorities of the board for the year. These are:

- Finalization of facilities priority plan,
- Monitoring academic performance and wellbeing of students and teacher,
- Contributing to Service Learning culture at ICOSA.



5.0 Finance Report

The Finance Committee gave an overview of last year's finance and this year's budget, emphasizing on the expenses and income. The report showed that Expenses related to staff carry the highest percentage. In 2019/2020, the school had a surplus due in large part to the increase in student numbers. The 2020/2021 budget was presented and is expected to generate a surplus at the end of the year.

6.0 Community Comments & Questions

All the questions and answers are summarized in the table below:

Questions	Answers
What explains the drop in income?	<i>The change in student numbers is the main driver of income. Due to Covid 19 and election situations in the country, student numbers are lower this year than last. Now that the election is over and the country is back to normal, families are expected to return.</i>
Why 75% expense on staff?	<i>It is the norm in international schools to have more expenses on staff because of international recruitment.</i>
What will be built on campus in terms of facility?	<i>The community will be involved in choosing the final project after the presentations from the 3 architects.</i>

7.0 PTO

Mr. Jean Francois Le Bihan introduced the new team to the participants and explained PTO's mission which is to bring the community together through various events. He also presented the financial situation from last year and mentioned the challenge the team has in planning events in this Covid 19 times.

A list of events for the year was presented to the meeting, the next being the Holiday Concert coming up in December. Other events are: Walk-A-Thon in January, International Art Festival in February, and School Play in March to mention a few.

8.0 Adjournment

The Board president in her final address told the participants how to reach the board and also urged them to send correspondences and questions at least 10 days before the meeting. The meeting was adjourned at 6:55 pm.

Recording Secretary: Mrs. Patricia Amouzou