



**Minutes of the Board of Directors Meeting  
Wednesday November 19, 2020**

**Present**

✓ Mrs Elizabeth Brogaard-Allen	-	Chair
✓ Mr. Vivek Saraswat	-	Vice Chair
✓ Mrs Couro Cheikh Kane	-	Treasurer
✓ Mrs. Adama Traore-Wega	-	Trustee
✓ Ms. Marly Bah	-	Trustee
✓ Ms. April Wells	-	US Embassy Rep. /Trustee (left early)
✓ Mr. Joachim Lubiba	-	Trustee
✓ Mrs. Sireesha Kumar	-	Secretary
✓ Mr. Seamus Hennessy	-	Director

**Absent**

✓ Mr. Stefan Weir	-	US Embassy Rep. /Trustee (excused)
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**1.0 Call to Order**

The meeting was called to order at 7pm.

**2.0 Approval of Minutes**

The minutes of the meeting held on October 21 were approved.

**3.0 Correspondence**

There was no correspondence.

**4.0 Director's report**

The director reported on the following items:

**Security-Contingency-Emergency Plan:** A face recognition camera has been installed at the main pedestrian entrance. Large concrete flower pots will be wheeled in front of the entrance while it is open to further secure the area.

**Covid 19:** No new cases on campus but there is need to respect the procedures in place and ensure there is no on-campus transmission as people will travel to affected areas.



**Personnel:** Dr. Heather Naro was chosen, and has accepted, to be the new Lower School Principal. There will be a higher-than-average turnover of teaching staff this year for various reasons (search for new adventures, Covid 19 impact, etc.) The Board approved two new positions to fill for next school year.

**2021/2022 School Year Calendar:**

The next school year calendar has been approved by the board and will be published on the school website very soon.

**5.0 Board Report**

**5.1 Governance Committee**

The committee didn't meet during the month. However, a meeting will be scheduled before the next board meeting to monitor the implementation of the strategic plan.

**5.2 Finance Committee**

The committee didn't meet during the month as they are still waiting for the audit report to be submitted.

**6.0 A.O.B.**

Coffee with board will now happen during the PTO event on 12th of December - planning will happen at next board meeting.

**7.0 Date of Next Meeting**

December 9, 2020.

**8.0 Adjournment**

The meeting ended at 7:45 pm.

*Recording Secretary: Mrs. Patricia Amouzou*