



**Report of the Board of Directors Meeting
Wednesday January 20, 2021**

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
✓ Mr. Joachim Lubiba	-	Trustee
✓ Ms. April Wells	-	US Embassy Rep. /Trustee
✓ Mr. Stefan Weir	-	US Embassy Rep. /Trustee
✓ Mrs. Sireesha Kumar	-	Secretary
✓ Mr. Seamus Hennessy	-	Director

Invited for Presentation

✓ Ashleigh Meyer Charara	-	Middle School Counselor
✓ Cheryl-Ann Weekes	-	High School Counselor

1.0 Call to Order

The meeting was called to order at 6:01pm.

2.0 Approval of Minutes

The minutes of the meeting held on December 9 were approved.

3.0 Correspondence

The Board was copied on one piece (two parts) of correspondence in January, referring to COVID health and safety protocols and the Director/Admin is requested to respond.

4.0 Presentations

The counselors shared a presentation on the result of the survey on students and staff wellbeing carried out in December.

Students' wellbeing

From the 233 responses gotten from the students, most of them are feeling fine even though some find it difficult to voice out their feelings even when they are not ok. Three aspects on which students expressed the need to reflect to feel ok as shown by the survey are sleeping patterns, eating patterns and self-care practice.



Staff wellbeing

Counselors reported that they reach out to staff either through email or one on one discussions. Teachers are concerned about Covid situation and want to feel safe. Emotionally, some are managing better than others. There is need for staff to create time to manage things, talk more to the people they love, family members etc. to reduce stress.

Supporting the community

Counselors reach out through presentations in Counselors' Corner to the community, conversations about mental health, weekly emails with suggestions for self-care, individual conversations etc.

In the future, there will be sessions to get more feedback and provide ongoing monitoring of staff and student wellbeing.

Board members suggested the possibility for counselors to conduct surveys for parents to gauge overall wellbeing within the ICOSA community.

5.0 Board Report

5.1 Governance Committee report

No meeting was held but priority will be the choice of architect and when to have presentations relating to the construction project. Revised quotes on the map drawing were received, the committee will meet and select the company with which the school will work.

5.2 Finance Committee report

No meeting held.

6.0 Director's report

The director reported on the following items:

Security-Contingency-Emergency Plan: No updates

Covid 19:

- ✓ One teacher tested positive. Close contacts have been asked to stay home with family members and will be tested. A second teacher who had lunch with teacher one also tested positive. Her children and another teacher all tested negative. A non-teaching staff member (who wasn't at school all week) also tested positive as did her family members (no school children). She has no symptoms - will wait a week and take another test and if this is negative she can return to campus.



- ✓ A grade 10 student tested positive on the Sunday before school opened. Close contacts were all tested negative but still had to stay at home until at least 10 days from latest contact.
- ✓ 3 different families wrote during the weekend to say that the parents in these families had dinner during the weekend (outdoors) with people who later tested positive. They will take a test and if positive, the children will also go for a test. In the meantime they are watching symptoms - no children have been at school since the parents had close contact.
- ✓ Another parent tested positive Monday morning. The children grade 7 & 11 were sent home. The father had been isolated from his family since he began having symptoms.

The fact that there are varying levels of risk tolerance within the community was discussed and agreed that open communication about what the school can offer to those that are not attending in-person classes is critical. The Director confirmed that lessons plans are made available to students who stay home, for the duration of the time they are home, as long as the school is notified that they will be absent.

Personnel

17 staff have been hired, of which one is a local hire.

Academics

Over the last 5 days students from Grade 6 and up were taking end of semester exams. These were spaced so there was little disruption to regular teaching and learning. All scores will be entered into Rediker.

Comptroller/Bursar

The director informed the meeting that there is a need to hire someone for a Senior Admin type role in addition to the existing administrators to oversee the non-academic areas of the school. The suggestion was welcomed by other members and the finance committee will work on the job description.

Centre de Developpement Professionnel Pierre - Deschamps

The director informed the meeting about a French organization specialized in professional development for French teachers. The school plans to send 2 teachers for training and they will in turn come and train others on campus.

7.0 A.O.B.

A board member suggested that PTO should be appreciated for the success of their event organized in December. A letter or email from the board will be sent to the committee in due course.



International Community School of Abidjan

Learning and Leading in a Collaborative Culture

8.0 Date of Next Meeting

February 17, 2021

9.0 Adjournment

The meeting ended at 8:07 pm.

Recording Secretary: Mrs. Patricia Amouzou