



## Board of Directors

Minutes of Meeting > Wednesday March 23, 2022

### Were present:

Mr. Jean François Le BIHAN; Trustee  
Mr. Andrew GREENLAW; Trustee/US Embassy representative  
Mr. Seamus HENNESSY; Director  
Mrs. Couro KANE; Treasurer  
Mr. Christopher NOHR; Trustee/US Embassy representative  
Mr. Vivek SARASWAT; Chair  
Mr. Bart WILLEMS; Vice President  
Mrs. Yasmine YESSOUFOU; Trustee

### Were excused:

Mr. Joachim LUBIBA; Trustee  
Mr. Clyde VACHER; Secretary

| 1

### 1. CALL TO ORDER

The meeting was called to order by the Chair, at 18:00.

### 2. AGENDA

Agenda for the meeting was read out:

1. Call to order
2. Approval of minutes
3. Correspondence
4. Board Reports
5. Facilities Report
6. Finance Committee Report
7. Governance Committee Report
8. Director's Report
9. AOB
10. Date of Next Board Meeting
11. Adjournment of Session

### 3. APPROVAL OF MINUTES

The Minutes of the meeting held on 16<sup>th</sup> February 2022 were approved by all present.

### 4. CORRESPONDENCE

A staff member wrote to both the Board and to the Director regarding an issue on her salary scale. The Chair has made it clear that the Board cannot substitute itself to Management in that case. Hence, the Director will send the staff member a letter with all supporting evidence to sustain its position.

### 5. BOARD REPORTS

#### 5.1 REPORT OF THE FACILITIES COMMITTEE

After Tec-Cuatro has disengaged from Côte d'Ivoire operations, we will need to look for a new approach and perhaps look for a Project Manager first and then seek an architect. Many options are still open and as shared by Jean-François LE BIHAN in a very thorough email, the Facilities Committee will have to meet and perhaps organise a meeting with other stakeholders.



**5.2 REPORT OF THE FINANCE COMMITTEE**

The Treasurer is not receiving all appropriate documents as requested, in time. The Director is asked to seek all proper documents from the Business Office as an urgent matter.

**5.3 REPORT OF THE GOVERNANCE COMMITTEE**

The report of the Committee is shared, and updates given as to Communication Strategy and Board of Directors electoral process.

**6. DIRECTOR'S REPORT**

**6.1 Issues with building housing staff members**

There are several teachers and families housed in a large building behind the Riviera 3 mosque. There are two separate buildings in the complex. We feel we need to move 3 families out of one building immediately as parts of the ceiling in more than one apartment have started to collapse. We will move the others out during the summer. It is becoming more difficult to find suitable, affordable accommodation in the area near the school. The Operations Officer has negotiated down the rent on an entire new building in Cité Verdoyante that can house all the new staff and two existing for a price that is within budget. We will need to do a financial comparison between slightly raising rent limits against buying or building our own accommodation.

**6.2 Staff update**

The Director presented the Règlements Interieur to the whole Faculty last week. He spoke about retirement rules, hiring practices, benefits, and our core purpose. He brought to their attention to 'rules and sanctions' as written in this document. It was very much appreciated by most people present.

**6.3 COP 15**

The COP 15 Conference takes place this year in Abidjan on May 10. We have an after-school club called Save the Soil that hopes to integrate with this. They are preparing video blogs to raise awareness.

**6.4 Principals**

Dr. NARO was very ill on Monday night and spent most of Tuesday at Farah Clinic. She will need an operation very soon which will have to be done overseas. She believes she will need to be away for 3 weeks. Dr. LOSCH will step in as LS Principal in her absence.

**6.5 COVID-19**

At a meeting including SLT and school medical staff, we decided for the safety of all involved that it is too soon to remove masks. The wearing of masks is still mandated by law here in Ivory Coast and is the norm in other international schools in Africa. Also, while we realize that most children do not become seriously ill from Covid, some still become ill and also carry it back to families with some vulnerable members.

Currently we only send students who are positive home. When there is a positive case other students are tested and allowed to stay if negative. Without masks Covid would spread and we would have to send home many more children which would be very disruptive to teaching and learning and to families.



We all agreed that we want to eventually remove the mask mandate (and make it optional) but only when it is legal, and we feel the benefits outweigh the risks.

Many people in the community are still nervous about Covid. Most staff members are vaccinated but require boosters. Most students are not vaccinated. Worry and risk will go down when more people are vaccinated. We spread the information re-teenage vaccinations given to us by Dr. VANIE, a trusted school doctor for many years, a French national who works closely with the Ivorian government and has been instrumental in setting up SOP here. Dr. VANIE has also organized a booster/2nd dose programme at school tomorrow (24<sup>th</sup>) for those who are eligible and will organize another in May for the remainder of the staff.

We will continue to review on a regular basis and thank the Board for the full support we have had about Covid for the past two years.

Important that we keep reviewing the situation as we work towards zero protocols.

**6.6 Art exhibition**

The Senior student Art Exhibit will be held at Indian by Nature restaurant in Zone 4 this Saturday (26<sup>th</sup> March) from 3 to 6pm. 8 students are presenting their work.

**6.7 Parent death**

Mrs. Thumba MALIKUKA passed away this morning (March 23) after having gone to SA for medical treatment. She has 3 children at school (Grade 1, Grade 3, and Grade 8). Mrs MALIKULA worked at the AFDB and was the main breadwinner. They are flying back to Malawi this week. We will do all we can to help. A letter of condolence and offer of help will be sent from the school.

**7. DATE OF NEXT MEETING**

The Board will meet on Thursday April 28, 2022, at 18:00 at ICSA.

**8. ADJOURNMENT**

The meeting ended at 20:00.

**Clyde VACHER**

Secretary to the Board

[board@icsabidjan.org](mailto:board@icsabidjan.org)