

AISC School Board Meeting
September 13th 2011
General Session

Members Present: Raymond Lemoine, Phil Stombaugh, Deepak Khushalani, Sergio Oliete Josa, Jim Nunno and Sam Pratt (Teacher's Rep.)

Non-Members Present: Djeina Sow

1.0 Call to Order

The meeting was called to order at 17:20.

2.0 Appointment of Chair, Vice-Chair, Secretary and Treasurer

The position of Chairperson was put on the table for discussion as the first item of business. After good discussion, it was decided to ask the Director to chair this session for this first meeting. It was also decided to table the official appointment of Board officers due to the fact that some board members were not able to make this meeting.

3.0 Minutes of the last meeting

The minutes from the last board meeting were approved with attention drawn to the update below that came out of this meeting.

Business arising from the minutes:

Update on the lost scholarship from a grade 10 student:

It was presented before the summer break and as a result, this family was asked to pay a portion of the overall amount due to the school. This family met with the Director at the outset of the school year and the conditions for admission of the student were met and a payment plan established.

4.0 Treasurer's Report

4.1 General Report

A positive report was given by Djeinna. The news on the reduction of our State Department Grant was disappointing but we appreciate the help we were awarded in the amount of \$50,000. Several other budget lines were explained in detail including our general accounts owned by the school as a way of bringing new board members up to speed on the finances of AISC.

Overall, we are doing well financially as a school, all things considered. The board appreciated Djeinna's new budget format as it is easier to understand, yet adequate to meet the board's needs.

4.2 Audit

The school has needed an audit for the past three years. The audit company that normally audits the school was asked to give us a bill for the school audit that will take place at the end of this month. It was noted that due to our relationship with the audit company, they have given us a discount this year for which we are thankful.

4.3 Bank rate solution

For some time, it has been an issue for the school when people pay in GNF rather than in dollars. The suggestion was to take the dollar amount, multiplied by the current rate, then letting this be the standing rate required to pay. This idea has been approved by the board and will become policy immediately.

5.0 Director's Report

Referring to the MSA accreditation report (2008) and the Needs Analysis Report (2010), Raymond informed the Board that by the end of this school year, we will have met all the needs (learning resources, human resources, technology, facilities) of the school as outlined in the MSA report. Raymond's overview is annexed.

6.0 Teacher's Representative Report

Sam shared that the teachers are happy to welcome the two new teachers hired on with AISC and they are pleasant to work with. He updated what the teachers have been doing in preparing for this new school year. It seems like a good year so far at five weeks in and the teachers anticipate a great remainder of the year. Finally, the teachers want to welcome back the board members in anticipation of a great year.

7.0 Old Business N/A

8.0 New Business

8.1 The New Basketball Court

The new basketball court was discussed. This will be a great addition to the campus and students have welcomed this new addition with much enthusiasm.

8.2 Possible re-organization

Due to increased enrollment, the Director indicated that AISC needs to address the eventual need to re-organize the Early Childhood / Primary classes. It may be that we need to pursue a qualified and certified person/teacher to head up this department in order to make AISC the best option for early childhood needs.

8.3 Washroom Renovations

Plans were submitted for renovated washrooms. This work would entail having two washrooms, (boys and girls) that would be purpose built to meet our current needs. This estimate will be brought to the board at the next meeting.

8.4 A New Campus

While we are not in the place to pursue this goal in the immediate future, the Director feels we need to pursue this goal soon. One reason presented was AISC's need for extra space. It was suggested to look into the issue of land at this time as the school begins to move in this discussion. Jim will find out if we are able to meet with the Ambassador to see what options we have through the US Embassy.

9.0 AOB (Any Other Business)

a- Drainage ditch

A concern was raised by Sergio in regards to the drainage ditch at the south end of the campus. Raymond will look into the matter and rectify the situation if need be.

b- Gecko News via e-mail

A distribution list for the e-mailing of the Gecko News should be drawn. Raymond indicated that this was already in the works.

c- Introduction of Board Members

The members of the School Board will be introduced and showcased in the Gecko News. This would be good PR and would perhaps encourage other parents to come forth and eventually serve as trustees.

10.0 Date for the next board meeting

The next board meeting will be held on Oct. 11, 2011.

11.0 Adjournment

The meeting was adjourned at 18:55.

*Respectfully Submitted,
Philip Stombaugh
AISC Board Secretary*