

AAS BOARD

SY 2016-2017

October 13, 2016 Board Meeting Briefs

AAS Community Room (8:30 am to 12:00 pm)

IN ATTENDANCE: AAS Board, AAS Administrators, AAS Faculty observer, on teleconference from St. Petersburg the Chair of the Board Advisory Committee and AASSP Principal

PROFESSIONAL DEVELOPMENT SESSION

- Presentation on the Board Principles of Good Practice
- Feedback from CEESA Board Governance workshop

A. CHAIR'S OPENING REMARKS AND MINUTES APPROVAL. Following the Chair's opening remarks the Board approved by consensus the minutes of its June 2016 meeting.

B. CONSENT ITEMS.

The Board heard reports from AAS departments (HR, CD and Admissions), AAS divisions (ES, MS, HS and AASSP), and PTO. All reports were positive and highlighted a very good start of the year. The reports were accepted by consensus.

C. ACTION ITEMS

C1. Board Goals. The Board discussed its goals for the current year. The prime Board goal is to hire a new Director. Other suggestions will be reviewed in a shared workplace with the aim of adoption at the November meeting.

C2. Director's Report

- a) Director's Goals will be discussed with the Executive Committee.
- b) Organizational Chart (Policy 6.40). The Organizational Chart, reflecting changes in the school management team was presented and explained to the Board. The Org. Chart was adopted as presented by consensus.
- c) Staff Appraisal Report. Staff appraisal report was informational and did not evoke discussion.

C3. AAS St.Petersburg Advisory Committee Report. The Board received an update on the work of the Committee and its membership. Considerations of ways to raise its role were shared with the Board.

C4. Curriculum & Instruction Report. The report updated the Board on the three whole school goals: Curriculum, Assessment, and Instructional Methodologies, and the strategies for unpacking the Learning Strategy Impacts. The report highlighted the vertical and horizontal alignment.

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Ms. Schaub presented Policy 2.31 compliance report and named the changes to the Academic Program in SY15-16:

- A shift in MS humanities program with the adoption of Writers' Workshop and Independent Reading models.
- Adoption of a new Math program in the ES
- Design and development of the Gifted and Talented program for students in grades K-12.
- Addition of a Pre-Kindergarten Program in St. Petersburg.

C5 Finance and Facilities Committee Report .

- The Board heard the report on the current work of the committee
- The Board took the following actions on the Committee recommendations
 - Committee Terms of Reference (purpose, goals and path forward) were approved by consensus
 - The Board approved the proposal to change the nurse's position in AASSP to be full time employment on consensus.
 - The Board accepted the report on non-school budget funds (fundraising) as presented by consensus.
- The Board signed the Board resolution paper authorizing signatories for bank transactions

C6 . Policy & Governance Report.

Action: The Board adopted on consensus and on the first reading the amendment to policy 1.20.10 to adjust the operating procedures of the AASSP Advisory Committee allowing it report directly to the Board.

Resigning Committee Chair Fiona Sawyer shared her most comprehensive report on the tasks for the upcoming year. The conversation that followed was held around the committee membership, the purpose, goals, individual policy review

per the revisions cycle and also on as needed basis, policy manual review from scratch, study of the existing governance models with the consideration of adopting one of them. The Board discussed its Involvement in the strategic planning process, the focus on Agile Strategic Planning and the Learning Strategy, and tasks and responsibilities it faces to this effect. The Board considered establishing a Strategic Planning Standing Committee to own and monitor the strategic process. The Board also had a conversation on the importance of reaching out to the community.

C7. Director Search Ad-Hoc Committee Report. Committee Chair John Bernlohr (Board Vice-Chair and US Embassy Minister-Counselor for Management Affairs) updated the Board on commencement of the Director Search process to appoint a new Director effective SY 2018-2019. Committee membership includes representatives from the three governing embassies and AAS stakeholders. Mr. Bernlohr confirmed the importance of keeping the community updated on the search progress.

Action: The Board delegated the Ad-Hoc committee to choose the recruiting consultancy out of three agencies approached.

ADJOURNMENT

The meeting adjourned at 12:00 noon.