

MINUTES OF THE OPEN SESSION OF THE BMIS BOARD MEETING HELD ON 25TH FEBRUARY 2016

PRESENT

D. Pinto	DP	Board Chair
V. Wium	VW	Board Member
G. Bizzaro	GB	Board Member
L. Fitzmaurice	LF	Board Member
M. Mbewe	MM	Board Member
V. Beza	VB	Board Member
N. Bishop	NB	Director
J. Johnson	JJ	Primary Head

APOLOGIES

M. Cameron	MCa	Board Member
V. Frantz	VF	Board Member
C. Mead	CM	TAC Representative
O. Williams	OW	Secondary Head
W. Horea	WH	Business Manager

ABSENT

M. Chilenga	MCh	Board Member
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1. Call to Order

The meeting was called to order at 18.31 hrs after confirming the presence of a quorum.

2. Agenda

The agenda was presented and adopted unanimously

3. Minutes of the Previous Meeting

A motion to approve the minutes of the Open Session of the BMIS Board meeting held on 26th January, 2016 was moved and seconded.

4. Matters Arising

4.1 School Hall and Ablutions Block

MM pointed out that the Ministry will not send the letter to BMIS but to the owner of the land. Minute 4.1 of the meeting held on 26th January was referring to the issue of the duty free status (as quoted below) and not the land development. There is therefore need for clarification to avoid confusion.

“The appeal against the Ministry of Education’s decision to deny the school the Surtax and Duty Free status has not yet been lodged as the Ministry has not officially communicated their decision to reject the application. Once the school has received the formal communiqué, then an appeal letter may be lodged with the Ministry of Education”.

5. Board Decisions, Strategic Aims and Priorities

5.1 School Hall and Ablutions Block

The Board reviewed the plans and approved the conceptual design. Tender documents will be sent out at the end of March.

5.2 Board Sub Committees

Following on from the outcomes of the Board Retreat, NB explained the Agenda Framework. The Board members were invited to review the structure to give an outline of the meetings and an outline of the tasks required over the next 18 months. DP invited governors to volunteer to join the various committees of the Board. Suggested committee structures:

- Finance – DP, VB, VW
- Governance and Policy – MC
- Buildings – GB, LF, DP

5.3 Accreditation, School Security and Access Control

NB explained that the school's security measures are lax compared to many other schools internationally. The concern is that currently the school cannot guarantee that all the adults on campus have been authorised and that they are not in the situation where they could be in contact with children. Current security provisions makes it impossible to check everyone in a vehicle entering the campus, particularly during peak times and an additional fence to segregate the car park with access control points would be required, but this will undoubtedly change the atmosphere of the school. He noted that there is need for the Board to engage in discussions and to provide guidance on the way forward. Decisions would have to be made at the end of this academic year as failure to pass key CIS Standards means failing the accreditation. He noted that not being accredited is not an option as the school's constitution requires that the school be accredited although it does not specifically say with which organization.

The Buildings, Health and Safety Committee was tasked with the job of researching the options in terms of access controls that would help ensure that parents do not come in without being vetted.

6. Informational Reports

6.1 Director's Report

There were no substantial matters arising from the Director's report.

6.2 Secondary School Report

There were no substantial matters arising from the Secondary School report.

6.3 Primary School Report

There were no substantial matters arising from the Primary School report.

6.4 Administrative Report

There were no substantial matters arising from the administrative report.

7. Any Other Business

There being no other business, the meeting was closed at 19.47. The next meeting of the BMIS Board will be held on 26th April, 2016 at 18.30.

Signed:.....

Date:.....