

MINUTES OF THE OPEN SESSION OF THE BMIS BOARD MEETING HELD ON 27th SEPTEMBER 2016

PRESENT

D. Pinto	DP	Board Chair
L. Fitzmaurice	LF	Board Member
V. Beza	VB	Board Member
V. Frantz	VF	Board Member
G. Bizzaro	GB	Board Member
S. Vikan	SV	Board Member
N. Bishop	NB	Director
O. Williams	OW	Secondary Head
J. Johnson	JJ	Primary Head
W. Horea	WH	Business Manager

APOLOGIES

M. Chilenga	MCh	Board Member
M. Mbewe	MM	Board Member
N. Steyn	NS	Board Member

1. Call to Order

The meeting was called to order at 18.46 hrs after confirming the presence of a quorum.

2. Agenda

The agenda was presented and adopted unanimously

3. Minutes of the Previous Meeting

The minutes of the meeting of the Open Session held on 7th June 2016 were taken as read.

4. Matters Arising

There were no matters arising from the minutes of the previous meeting.

5. Case Studies

The Board were presented with two case studies to promote discussion and greater understanding of the complexities of some issues that can come up within the school. The two case studies involved child protection and parent decisions, and how parental views can sometimes be very different from the norms expected in the school. Discussion of these complex issues not only illustrates some of the challenges faced by school leadership, but also helped identify some of the roles and positions that the board may need to clarify.

6. INFORMATIONAL REPORTS

6.1 Director's Report

6.1.1 Accreditation Update and School Membership

NB elaborated on the accreditation bodies (CIS and NEASC) and confirmed that the 5-year visit that will take place in November 2017 will be treated by CIS as a preparatory visit. As such, the pressure of a pass/fail outcome will be removed and the changes the school has made recently, including the appointment of a designated child protection advocate and revision of documentation will help ensure continued compliance with the Standards.

6.1.2 Board Sub-committees

The current Board Sub-committee membership of the BMIS Board is as follows:

Buildings: G. Bizzaro, M. Mbewe

Policy: S. Vikan, V. Frantz, N. Steyn, M. Chilenga

Finance: V. Beza, D. Pinto

6.1.3 2015/16 Agenda Framework

With only 2/3 of members present, it was decided that the review of the sub-committee agenda framework could be done by committees. NB will email the framework to Board members, who can provide their feedback to the committee via email as appropriate.

6.1.4 Meeting with the US Regional Education Officer

It was suggested that some Board members should meet with the US Regional Education Officer over a social event during her visit to Malawi in order for her to understand the running of the school. This is very important in the light of the potential insight into similar schools across the Africa continent and the financial assistance that the US Embassy provides the school. Please pencil in 16 or 17 November – dates to be confirmed.

7. Secondary Report

There were no substantial matters arising from the Secondary report.

8. Primary Report

While there were no substantial matters arising from the Primary report, JJ noted that the report was not complete. JJ went ahead to present the following information which should have been included in the report:

8.1 Visit to Parliament

The year 6 classes had planned a trip to Parliament Building as part of their study of different systems of government.

8.2 PSPE/Assemblies

The Personnel, Social and Physical (PSPE) scope has recently been revised. Teachers are being encouraged to develop ideas from these documents for assembly.

8.3 Laptop Upgrading

The number of laptops available for use by students has increased this term after teachers were issued with new ones.

9. Administrative Report

There were no substantial matters arising from the Administrative Report.

10. Any Other Business

There being no other business, the meeting was closed at 20.11 hours. The next meeting of the Board of BMIS will be held on Tuesday 25th October, at 18.30 hrs.

Signed:.....

Date:.....