

MINUTES OF THE OPEN SESSION OF THE BMIS BOARD MEETING HELD ON 31st JANUARY 2017

Present

D. Pinto	DP	Board Chair
V. Beza	VB	Board Member
G. Bizzaro	GB	Board Member
S. Vikan	SV	Board Member
M. Chilenga	MC	Board Member
N. Steyn	NS	Board Member
M. Nambiar	MN	Board Member
N. Bishop	NB	Director
O. Williams	OW	Secondary Head-teacher
J. Johnson	JJ	Primary Head-teacher
W. Horea	WH	Business Manager

Apologies

V. Frantz	VF	Board Member
M. Mbewe	MM	Board Member

1. Call to Order

The meeting was called to order at 18.36 hours 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 29th November, 2016 were taken as read and adopted as a true record.

4. Matters Arising

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

5. Strategic Issues

5.1 Co-opted Member

DP reported that, through email feedback, the Board had unanimously approved MN's membership to the BMIS Board.

5.2 Child Protection Policy

The Board voted and approved the Child Protection Policy.

5.3 Values and Goals

NB noted that the school's Articles of Association specifies the objectives of the trust which serve as a guide for the school. However, there is an opportunity to identify the

things that we value as a school and to articulate these values as drivers for future development. Working from the platform of the Articles of Association and the CIS and IB standards, the Values and associated Goals would define the ways in which the school will achieve its Mission. Time was devoted in the meeting to discussing those key aspects of the school that the Board members felt were important and at the end of this exercise, the following values were articulated: Community, Responsibility, Excellence, and Learning.

5. Informational Reports

5.1 Director's Report

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

5.2. Secondary Report

5.2.1 Secondary Enrollment

OW reported that since writing the Secondary report, one student had withdrawn bringing the total enrollment figure down to 233. He further reported that the school had lost a total of 13 students compared to last year.

5.3. Primary Report

5.3.1 Primary Enrollment

JJ reported that the enrolment figure indicated in the Primary report had since gone down to 440 owing to one student withdrawal. Assessments were still going on which could see the figure going up again.

5.4. Administrative Report

5.4.1 Liquidity and Banking

MC noted that balances for the NBS account were not included in the Administrative report. WH explained that this was just an oversight. He went ahead to inform the Board that as of 26th January 2017, the balance was \$50,000.

5.4.2 Kwacha Account at NBS

It was agreed that the issue of opening a Kwacha account at NBS be discussed at the Finance Committee meeting.

6. Any Other Business

6.1 Teacher Housing Project

The Board learnt that Title Deeds for the piece of land earmarked for teacher housing have not yet been issued, and that there has been talk of the area being rezoned.

There being no other business, the meeting was closed at 20.20 hours. The next meeting of the Board of BMIS will be held on Tuesday 28th February 2017, at the same venue, from 18.30 hrs.

Signed:.....

Date:.....