

## Minutes of the Open Session of the BMIS Board meeting held on 27<sup>th</sup> February 2018

### Present:

D. Pinto	DP	Chairman
M. Nambiar	MN	Board Member
G. Bizzaro	GB	Board Member
V. Frantz	VF	Board Member
M. Pickard	MP	Board Member
N. Bishop	NB	Director
J. Johnson	JJ	Primary Head
O. Williams	OW	Secondary Head
W. Horea	WH	Business Manager

### Apologies:

V. Beza	VB	Board Member
J. Lebede	JL	Board Member

Time	Agenda Item	Minutes
6.42 (5)	Welcome	DP welcomed all present and announced apologies from VB and JL. He noted that there are still two vacant positions on the board and this situation contributed to the February meeting not taking place due to the absence of a quorum. He encouraged board members to propose suitable parents that may be co-opted to fill the vacant positions.
6.47 (2)	Approval of Agenda and minutes of previous meeting	Agenda was presented and adopted unanimously. Minutes of the meeting of the Open Session held on 28 <sup>th</sup> November 2017 were taken as read.
6.49 (10)	Matters arising from previous meeting: New format for Board reports.	NB sought the Board's guidance on whether the new report format should be pursued or revert to the old one. He explained that the idea of the new format is to focus around the four values and anything specific that board members would want to read about would be under secondary or primary to avoid reading out what is already there, which would then just be taken as read. The key

		<p>thing would be just to pull out any particular discussion points.</p> <p>The Board was happy with the new format.</p>
6.59 (95)	<p>(a) Learning: (i) Alternative Curriculum</p> <p>(ii) Approaches to Learning (ATLs)</p>	<p>NB proposed a change in the wording of the value structure to reflect the idea that the school is trying to build in a complementary curriculum. The word “alternative” in the learning value pillar “Building an Alternative Curriculum” would therefore have to be replaced by “complementary” so that the Learning Value changes to “Building a Complementary Curriculum”. NB explained that complementary curriculum would be working better in terms of offering alternative courses at the Diploma level but also encompasses a more inclusive and potentially tailored programmes around individual student needs.</p> <p>NB also pointed out that JJ had recently completed a CIS evaluation visit where she gained a great deal of insight being on the evaluator’s side for a change, particularly valuable having gone through the new accreditation model from an evaluator’s point of view.</p> <p>NB asked OW to explain what Approaches to Learning (ATLs) are and why it is important that we are making the developments in school. OW explained that ATLs have been a focus for the IB in the MYP particularly over the past five to six years and are a significant part of students self-driven learning. A lot of the ATLs are key to the success of IB programs. ATLs can be categorised into areas such as collaboration, research, communication, all being skills needed for developing the students.</p> <p>ATLs allow for important questions to be asked regarding where students are expected to be during the MYP and at the end of the MYP so that they have skills for DP.</p> <p>Jo MacClenahan has been coordinating the extended essay since the beginning of the academic year. Through this process it has become very clear to him what ATLs are important in DP. Jo will be undergoing two professional development workshops in the coming months. One specifically in MYP and another one for DP.</p>

	<p>(b) Community</p> <p>(i) Building a Service Community</p>	<p>The school has organised an information evening on the 15<sup>th</sup> of March where the terms Approaches to Learning (different techniques of study and research) and Attitudes to Learning will, among other things, be explained to parents.</p> <p>OW explained to the Board what is being done in secondary towards building a service community. NB added that the school does not offer vocational courses but it is currently exploring the possibility of doing that (Complementary curriculum). He further explained that while we tend to think of the three programs PYP, MYP and DP, there is CP as well that was introduced four/five years ago. The school is exploring the feasibility of implementing this for a small school like BMIS.</p> <p>DP wanted to know if this would mean an additional cost for the school. NB explained that currently the school is trying to explore the financial and timetable implications of offering this complementary curriculum on the understanding that it may not attract new students, rather providing a more appropriate pathway through to graduation. The school is therefore exploring the options of expanding to the CP program with minimal cost so that students who choose not to do, say, chemistry or physics may be able to pick up a vocational qualification suited to their abilities and optimum goals instead. NB noted that while this would be a different kind of diploma, it is now being recognised by universities for its value and strength.</p> <p><b>Action: NB will present something about the viability of a CP Diploma at the next Board meeting.</b></p>
	<p>(c) Excellence</p> <p>(i) Building creativity</p>	<p>OW reported on some success stories where three students from Years 12 and 13 are being recognised by various international organisations and being offered opportunities to be part of a variety of programs abroad. MP wanted to know if these initiatives were school-driven or very much an individual case? OW explained that it was a</p>

		bit of both and went ahead to give examples of where this had been the case.
7.54 (15)	Internet Safety Guide	<p><i>NB reported that despite having Emma Saddlier come out BMIS to give a talk on e-safety and internet etiquette, being safe online is still a concern across the school. It is still an ongoing challenge when the leadership may come across cases where there may be cyber bullying, often at home rather than during school hours. Despite all the information that we are trying to impart and for the students to understand, it is still a challenge for them to grasp the full gravity of what they are doing on the internet, not just now but potentially many years into the future. Board members were being notified to keep it at the back of their thoughts that this was an ongoing challenge particularly from the child protection side.</i></p> <p><b>Action: The school will endeavour, through its committee on safety, to send information out to parents and to organise workshops which parents can be invited to attend where different aspects of internet safety can be discussed.</b></p>
8.09 (15)	CIS/NEASC Accreditation:	<p>As an update on the February report on CIS/NEASC accreditation, NB reported that as a result of the positive feedback from one of the lead NEASC accrediting officers, who described the school as “<i>one of the few select school that really understand the new ACE accreditation protocol,</i>” the school has entered into dialogue with NEASC regarding training videos produced by BMIS that will be shared with all NEASC member schools. They will be using the Malawi model to train teachers and schools in across the world. So far, five videos have been completed.</p>
8.24 (10)	Lands and Buildings:	<p>NB reported that nothing had changed since the last report. GB wanted to know how far the school had gone with sorting out the issue of the Title Deeds. DP explained that this process is nearly completed.</p>

8.34 (9)	Solar Power:	<p>Further to the summary provided in the board report regarding the sourcing of quotations for solar power installation, NB reported that the school had detailed quotations, resulting from a comprehensive analysis of the consumption demands and capacity.</p> <p><b>Action: NB to share per block quotations with the Board.</b></p>
8.43 (2)	Director's report: (a) Recruitment	One position is still vacant but a contract is being finalised.
8.47 (1)	Head of Primary's report	Report was taken as read.
8.48 (1)	Head of Secondary's report	Report was taken as read.
8.49 (5)	Business Manager's report: (a) Finance: 2016/17 Audit	<p>DP asked WH to explain the K103m deficit and if staff salary increments had contributed to it. WH explained that there were no increments at the beginning of the year. The deficit resulted from a provision of about K70m that had been created for some long outstanding debtors dating back to 2008. The school had been carrying them in its books as if they were assets. Another reason was that the stability of the Malawi Kwacha in the period under audit resulted in no forex gains being realized compared to the year before.</p>
8.54 (3)	Policy report	VF reported that Policy had noted that there is need to strengthen the strategic indicators in order to make them more measurable.

8.57	Any other business	There being no other business, the meeting ended at 8.57pm. The next meeting of the board will be held on 24 <sup>th</sup> April, 2018.
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Signed:.....

Date:.....