

Minutes of the Open Session of the BMIS Board meeting held on 30th October 2018

Present:

D. Pinto	DP	Chairman
M. Nambiar	MN	Board Member
J. Lebede	JL	Board Member
G. Bizzaro	GB	Board Member
S. Stapleton	SS	Board Member
N. Bishop	NB	Director
J. Johnson	JJ	Primary Head
O. Williams	OW	Secondary Head
W. Horea	WH	Business Manager
A. Parisotto	AP	Architect working on the BMIS Master Plan

Apologies

M. Pickard	MP	Board Member
E. Jangale	EJ	Board Member
E. Moyo	EM	Board Member
C. Kapyepye	CK	Board Member

Time	Agenda Item	Minutes
6.39 (5)	Welcome	DP welcomed all present. NB introduced Mr Alessandro Parisotto. NB explained that Mr Parisotto had been working on the school's Master Plan and that the draft plan would be presented to the Board in the meeting.
6.44 (4)	Approval of Agenda and minutes of previous meeting	Agenda was presented and adopted unanimously. JL proposed and MN seconded the approval of the Minutes of the meeting of the Open Session held on 29 th August 2018. Minutes were therefore taken as read.
6.48 (55)	Matters arising from April Meeting: <ul style="list-style-type: none"> • Presentation 	NB and Mr Parisotto presented the draft Master Plan

	<p>of draft Masterplan</p> <ul style="list-style-type: none"> • Review of the Parent/Student/Staff surveys • Calendar 	<p>which depicted the proposed development plans that would be achievable in a period of ten years and the anticipated impact. He explained that some of the proposed developments are relatively easy projects while others would involve considerable work and funding. He further explained that together with the architect, the reports will be fine-tuned and circulated to Board members.</p> <p>Mr Pinto thanked Mr Parisotto for his contributions so far.</p> <p>NB reported that results of the surveys fit very well into the Balanced Scorecard. This will now provide a fairly good touchstone in terms of providing baseline measures for the four values identified by the Board as being the basis for the balanced scorecard. Action points have been identified from the survey results.</p> <p>The Board approved the calendar for the 2019/2020 academic year. NB explained that the school needed to work on an IB calendar that would give the right amount of days with a start in August and a finish in June as opposed to the British curriculum which starts in September going to July.</p>
<p>7.35 (10)</p>	<p>Informational Reports</p> <ul style="list-style-type: none"> • Security: USI guards vs BMIS recruited guards 	<p>NB asked the Board for its input on whether the school should continue with USI or develop its own team. He explained that the school's biggest problem is that USI guards have largely been responsible for all the theft that has been going on in school, and ongoing problems of not following protocols. It was suggested that NB should approach ProTelligent to see if they would be a good replacement. SS informed the Board that the American Embassy has a funding program for security systems for schools with American Embassy children and offered to explore the possibility of the US Embassy helping BMIS out with funding.</p> <p>Action: NB will put a proposal together / SS to check possibility of US Embassy funding</p>

<p>7.45 (20)</p>	<p>Director's Report</p> <ul style="list-style-type: none"> • CIS/NEASC visit • Recruitment of Head of Primary 	<p>NB noted that this time next year the school would have just finished the fully synchronised IB PYP, MYP, DP CIS/NEASC visit. He asked Board members to flag in the dates. NB also informed the Board that he had been appointed to the NEASC Board. He noted that his appointment puts the school at a privileged position in terms of accessing useful information considering the upcoming accreditation, and also in terms of promoting the reputation of the school.</p> <p>NB informed the Board that JJ had decided to retire at the end of this year. He noted that after 10 years of dedicated service to the Primary School, JJ will surely be missed, and that this was a transition that had been discussed over the past couple of years.</p> <p>NB further reported that he had put out an advert for JJ's replacement which attracted 18 very qualified applicants. Shortlisted candidates were asked to make eight video presentations on various topics such as "their experience and understanding of accreditation", "building teams", and "leadership". NB also recorded a video in which he presented different scenarios for the candidates to analyse and respond to the given concerns. This exercise was meant to see how they would respond to various scenarios, including one to do with safeguarding child protection. He noted that there were candidates who were competent, but not engaging, while others were engaging but did not really grasp the issues. Getting the combination right of competence and congruence was a thought provoking exercise.</p> <p>The preferred candidate is currently working in Harare International School and has also worked in Lusaka, Switzerland and America. The husband, also a teacher and working in the same school, fits perfectly as College Counsellor.</p>
<p>8.05 (2)</p>	<p>Head of Primary's Additional Report</p>	<p>Report was taken as read.</p>

8.07 (2)	Head of Secondary's Additional Report	Report was taken as read.
8.09 (2)	Business Manager's report:	Report was taken as read.
8.11 (7)	Any Other Business <ul style="list-style-type: none"> • Vacancy on the Board 	JL reported that he had identified someone that could be co-opted to take over his position on the Board. SS also reported that he had someone in mind that could also be a good fit and would contact her and report to the Board.
8.18	Date of next meeting	The meeting closed at 8.18 pm. The next meeting will be held on 27 th November 2018 at 6.30pm in the School Library.

Signed:.....

Date:.....