

MEETING MINUTES
ISB BOARD OF TRUSTEES
REGULAR SESSION
Web 2.0 Room in MS/HS Library
Tuesday, 15 November 2011

- Present: Mr. Ira Blumenthal
Ms. Aimee Cassulo
Mr. Gurdist Chansrichawla
Dr. Prathip Chiaravanond
Ms. Courtney Chubb (6:07)
Mr. Marc de Vries
Mr. Janewit Kraprayoon
Mr. Eric Ma
Mr. Pravit Sukhum
Mr. Kevin Sypolt
Mr. Stephen Valen (6:35)
Mr. Al Williams
- Absent: Ms. Joy Davy
Mr. John Heinecke
Mr. Somsook Sertthin
- Administration: Dr. Ugo Costessi, Deputy Head of School/Chief Financial Officer
Dr. Andy Davies, Deputy Head of School for Learning
Dr. Bill Gerritz, Head of School
Khun Walairat, Executive Secretary
- Guests: Mr. Chad Bates, Technology Director
Mr. Philip Bradley, High School Principal
Mr. Struan Robertson, Elementary School Principal
Mr. Jim Sousa, Middle School Principal
Mr. Justin Wah, Community Activities Coordinator

Mr. de Vries opened the meeting at 6:02 pm.

I. OPENING

Approval of Minutes

The minutes of the 11 October 2011 BOT Regular Session Meeting were approved unanimously as presented.

II. FLOOD REPORT

Dr. Gerritz provided an overview of recent flood-related administrative decisions. Dr. Gerritz and Mr. de Vries communicated frequently regarding administrative decisions over the recent weeks.

Decision Timeline

- 19 October – Montri could not run buses, flood was increasing in unpredictable ways, possibly

unsafe for students to be at school. *Decision = Close school for two days.*

- 25 October – Montri could not run buses, cabinet closes schools, still unsafe for students to be at school. *Decision = Close school from 31 October until 4 November.*
- 3 November – Cabinet extended school closure, safety at school improves, parents asking for definite answers on closure dates, informants report no waivers to be granted. *Decision = Close school from 7 November until 15 November.*
- 4 November – Clear that Pakkret and Nichada unlikely to flood, other schools receiving waivers to open. *Decision = Open school on 8 November.*

In retrospect, Dr. Gerritz stated that closure decisions should have been made on a rolling basis. Dr. Gerritz was very proud of staff support and responsiveness during this uncertain time. For example, high school counselors continued to work on college admissions deadlines, ISB was the only school in Thailand to continue to hold SAT testing on 5 November, and building and grounds staff continued to work at school. Dr. Costessi actively supported the staff in arranging housing and support when needed. Administration erred on the line of safety, insurance, and supervision in the decision to keep the campus closed despite parent pressure to open campus.

Administration is currently working with officials at Patana and NIST to develop crisis plans should schools have to close again. These plans will include staff proximity requirements and evacuation procedures. Attendance is still not at expected levels and administration is actively investigating the whereabouts of students who have not yet returned to school.

III.E-LEARNING

The recent floods provided a real time test of the e-learning procedures currently in place. Mr. Bates provided an overview of lessons learned from the e-learning experience during the 8 day flood-related school closure. This experience revealed that the current learning management system, PantherNet, is out of date and instruction volume and quantity was inconsistent among teachers. Furthermore, this experience underscored the importance of timely feedback, direct instruction, structured class times, and explicit and clear instructions to students.

Mr. Bates is currently working with IT coaches and coordinators to develop an e-learning handbook for parents, teachers and students. The goals of the handbook will be to :

- 1) Outline minimum expectations of teachers to develop consistency.
- 2) Ensure teachers have the technological skills needed to successfully implement e-learning.
- 3) Provide guidelines for parents and students of how to set up the home environment to best support e-learning.

Mr. Robertson, Mr. Sousa, and Mr. Bradley provided an update of e-learning experiences in the elementary school, middle school, and high school, respectively.

Elementary School

The expectation of students grades pre-kindergarten to second grade was 1-2 hours of daily, parent-facilitated learning activities while the expectation of students grades 3-5 was longer and more interactive through class blogs. Feedback revealed that elementary school parents were appreciative of activities and daily interaction by teachers. Parents were frustrated with inconsistency and lack of access if the family only had one computer for multiple students.

Middle School

IS and EAL students seemed to struggle with e-learning. Some middle school students questioned whether the work was important. Certain academic subjects were easier to integrate into e-learning. For example, in science, students enter data into web-based notebooks at school so the transition to e-learning was natural; however, in math, complications arose with more analytical information. The current math program is structured with hands-on, reflective learning in groups and this learning method did not translate well to e-learning.

High School

Ninety five percent of high school students participated in e-learning. There was a good correlation between HAL scores and participation in e-learning. Seventy percent of students stated that e-learning created too much work. Teachers reported that IB students were very engaged. Ideally, a quality learning community should offer the benefit of collaboration, emotional support, and timely feedback. E-learning in the future will be more effective if it better incorporates these attributes. A discussion ensued as to what can be realistically achieved with e-learning and how to integrate this learning into the current school day and community. It was suggested that e-learning proficiency be built into the current school day to increase confidence, quality, and effectiveness. Overall, faculty, student, and parent awareness of this issue has been significantly raised with this valuable experience. An evaluation will be made on identifying the objective of e-learning and, when used, if it can be expected to fully replace in-class learning.

IV. COMMUNITY ACTIVITIES OFFICE

Mr. Wah provided an overview of the progress of the new Community Activities Office (CAO.) The CAO assists and streamlines the functions of various community activities including, but not limited to, After School Dance, Girl Scouts, Boy Scouts, North Bangkok Basketball League (NBBL) and gymnastics. To date, the CAO has processed 1,938 separate registrations totaling 6 million THB. In the future, the CAO hopes to streamline its website with participating activities, establish a Flickr account, and provide coaching resources. The CAO is financed dually by ISB and participant fees. ISB directly finances the full-time secretary and service support while the CAO salary is offset by participant fees. In summary, this initiative has made incredible progress in the past three months and has added enormous value to the ISB community. More information can be found at inside.isb.ac.th/cao.

V. ADMINISTRATIVE SEARCH UPDATE

Dr. Davies reported on the progress of filling the five open administrative positions for the 2012-2013 academic year.

The positions were advertised in June 2011 with Search Associates. Over fifty individuals from around the world applied for each position. After paper screening and reference checks, finalists were interviewed via Skype by ISB administration, selected groups, Fieldwork, and Mr. Graham Scott.

ISB will have been successful with this process if:

- Each administration is as strong or stronger than this year.
- Each administrator appointed is learning-focused and has deep pedagogical knowledge.
- The first choice for each appointment is secured.

Deputy Head of School

Mr. Graham Scott, current Primary Principal at the International School of The Hague, Holland

Curriculum Director

Ms. Elizabeth Rossini, current Educational Consultant with the Association for Supervision and Curriculum Development, Understanding by Design

Elementary School Principal

Ms. Kelly Armitage, current ISB Elementary School Vice Principal

Middle School Principal

Interviews still in progress. Finalists include:

- Mr. Moe Baron-Toaldo, current ISB Middle School Vice Principal
- Mr. Dennis Harter, current ISB High School Dean of Students
- Mr. Tom Burgess, current High School Vice Principal at the Shanghai American School
- Mr. Mike Emborsky, current Middle School/High School Principal at the International School of Dakar, Senegal

Elementary School Vice Principal

Interviews still in progress.

VI. 2012-2013 SCHOOL CALENDAR

Motion: To approve the proposed 2012-2013 ISB school calendar.

The motion was approved unanimously.

VII. ADJOURNMENT

The meeting was adjourned at 7:46 pm.

The next meeting will be held on Tuesday, 13 December 2011.

Verified as approved by the Board
at its meeting of December 13, 2011.



Aimee Cassulo
Secretary, ISB BOT