

MEETING MINUTES
ISB BOARD OF TRUSTEES
REGULAR SESSION
MPB 3
Tuesday, 22 April 2014

Present: Dr. Sumiter Singh Broca
Mr. Gurdist Chansrichawla (6:33)
Dr. Ana Coghlan
Ms. Joy Davy
Mr. Marc de Vries
Mr. Brent Gros
Mr. William Harvey
Mr. John Heinecke
Mr. Janewit Kraprayoon
Mr. Michael Mussi
Mr. Kevin Sypolt

Absent: Mr. Ira Blumenthal
Dr. Prathip Chiaravanond
Mr. John Heinecke
Mr. Eric Ma
Mr. Pravitt Sukhum

Administration: Dr. Andy Davies, Head of School
Ms. Cindy Dombrowski, Director of Student Services

Guests: Ms. Cory Fox, PTA President
Ms. Yeon-Jin Ahn, SCC President
Ms. Benya Kraus, Senior Class President
Ms. Kimberly Remijan, SCC Secretary

I. OPENING

Mr. de Vries opened the meeting at 6:09 pm.

Approval of Minutes

Minutes from the 25 March 2014 meeting were approved 8-0 with one abstention as presented.

II. SCC UPDATE

Representatives of the Student Council gave a final presentation to the Board for 2013-2014, leading with their appreciation for the opportunity to meet with the Board over the year. They expressed appreciation to the administration and Board that the recognition plaques had been rehung along the entry walkway wall of the Chevron Theater. The representatives highlighted some of the year's activities, including ISB's Got Talent, Games Night, spirit events, service projects carried out in

conjunction with International School of Manila, and student involvement in Passion Day.

The students discussed the results of a student survey they conducted with 12th grade students who went through the senior college application process this year. They found that over 50% of seniors were satisfied with how the process unfolded, felt supported throughout, and felt that they had sufficient time to prepare applications for university.

The top level findings were that 1) students felt counselors went above and beyond the call of duty to help them, 2) students were proud of the work that they had accomplished, and 3) the new application process requiring increased counselor involvement in application submission emphasized and encouraged a higher level of integrity.

However, there were significant numbers of students who felt they did not have enough time to complete their applications, some of whom wished applications had not been due before winter break started so that they had the break to work on them. Many felt there was insufficient information available about financial aid and that the FAFSA (Free Application for Federal Student Aid) process was too long. Many students wished they had completed their IB extended essay over the summer so that the essay deadline and college application deadlines would not have competed for their time.

Counselors present validated the positive aspects of the application process, saying that overall the quality of the students' essays was better, and the process deterred fraud. The process emphasized that time management and personal student responsibility are keys to successful completion of all applications. Counselors all said that the new process required more time with students but was worth the extra effort.

III. PTA UPDATE

Ms. Fox reported on year-end PTA activities, including the PTA's welcome committee's efforts to put together welcome bags for new families arriving in Nichada over the summer and the plan to update the PTA website over the summer. The final edition of Touchstone magazine is to focus on ISB's graduation, and the PTA is working on an augmented online version of Touchstone with interactive links and videos. PTA is moving away from the paper edition of Touchstone, and next year parents will need to opt-in to receive the paper version.

Three final year-end workshops are as follows: 1) April 30 – Chad Bates and the IT department presenting Parenting in the Digital Age; 2) April 30 – Girl Talk Period with daughters and parents on the topic of Nutrition for Girls' Changing Bodies; and 3) May 14 – Cory Fox presenting Teaching Kids Optimism and Happiness.

Over the year the PTA has allocated over 600,000 Thai Baht for projects and items such as: a television in the cafeteria, two outdoor nature cameras, indoor gym flooring, Philippine earthquake relief, Elementary School holiday decorations, author presentations, Middle School television like the High School television providing school news, and the ISB service fund. There is approximately 100,000 Thai Baht still left for any new grant requests, but there are currently none pending.

The PTA would like to initiate a Middle School principal forum next year much like the High School principal forum that has become well liked by parents. As for BOT election related activities, the PTA will hold a luncheon for the transition of new members to the Board.

Dr. Davies praised Ms. Fox and her leadership to the PTA over the year. He said, “We will miss you very much. We wish you could be cloned.”

IV. BOARD COMMITTEES

During its most recent meeting the Business Committee discussed items to focus on in the Annual General Meeting presentation. Main point to include are that ISB’s expenses are largely fixed but its revenue is variable, depending on enrollment. ISB has used surpluses to finance facility development.

The committee also proposed as a possible topic for the upcoming Board retreat whether ISB needs any additional facilities or whether the school can use existing facilities more completely. Most classrooms are used five of eight periods each day and sit idle the other three periods. The committee also discussed U.S. dollar hedging guidelines, specifically whether or not to go out quite as far into the future in order to increase flexibility for the CFO.

The Committee on Trustees (COT) received candidate applications from only three new members, and there is a possibility of a fourth application. The question arose whether it was actually necessary to carry out a vote.

MOTION: Not to hold BOT elections this year since the number of interested candidates (three) for the open positions on the Board is fewer than the number of vacant positions (four). All interested candidates will automatically become BOT members without the need for ISA member voting.

The motion passed with ten votes in favor, none opposed.

V. INCLUSION

Dr. Davies introduced the work of Next Frontier Inclusion (NFI), of which ISB is a founding member school, an organization set up to support schools’ efforts to accommodate students with special needs in their student body. He said ISB’s fundamental goal is to “successfully serve a managed number of students representing the full range of learning differences.” Currently ISB serves mild to (mildly) moderate students but few true moderate students (those up to two years behind their age cohort). ISB does not currently serve intensive students (e.g., those with Downs Syndrome or autism). Approximately 15% of elementary school students have some level of special needs accommodation and 10% of middle and high schools students have similar accommodation.

The rationale behind supporting these students is that 1) children from the same family should not be split between schools, 2) families should have access to education that meets needs of their children, 3) ISB can meet the needs of the students included to date, 4) mainstream students benefit from studying alongside special needs students, and 5) ISB’s organizational intelligence is capable of educating these students effectively.

The stages in ISB’s inclusion effort are as follows:

Stage 1: meet the learning needs of current students through accommodations (giving extra opportunities to students to complete the same work) and modifications (altering the curriculum to help students) [ISB is currently accommodating these students].

Stage 2: meet the needs of siblings of current ISB students who have moderate learning differences [by 2015/16 academic year].

Stage 3: begin to support students with intensive needs (one per grade capacity); BOT support will be needed for this stage [timeline as yet undetermined].

To date ISB has developed a four-year inclusion plan and is conducting research into best practices to proceed. NFI resources have been helpful in informing ISB's next steps. The administration has formed a multi-stakeholder committee to discuss progress and make decisions for the future, to plan professional development activities, and ISB has retained six students considered in the moderate range of special needs.

Near future work will include conducting continued research, monitoring current students, participating in the upcoming NFI conference in Hong Kong, visiting a range of schools who have programs, carrying out professional development activities.

VI. LEARNING SCORECARD

Dr. Davies commented on the Learning Scorecard to which he, the administration, and the Board refer to monitor ISB's progress in student learning. He admitted it is very difficult to build a perfect evaluation instrument but said that the Learning Scorecard is very useful. He explained that over the year he had collected and included additional data relating to student progress in becoming caring global citizens and passionate reflective learners and in leading healthy, active, balanced lives.

A Board member suggested it would be useful to see additional data relating to high school math programs, including the past three years of HL, SL, and math studies enrollments to look for any trends in student involvement and performance.

Dr. Davies said that the Board would take some time at the upcoming retreat to look at additional data related to student performance and outcomes.

VII. SCHOOL CALENDAR

Dr. Davies presented the results of a survey distributed to solicit feedback on ISB's school calendar. Although there was a range of responses, overall, it appeared ISB stakeholders are satisfied with the number of, placement of, and lengths of holiday breaks throughout the year. Most respondents appeared to want to maintain the status quo and did not express dissatisfaction with the school schedule.

Dr. Davies explained that he had wanted to get some sense of stakeholder sentiment about the schedule and that respondents expressed appreciation for being able to share their views. He also said he was glad to have the information but that there are no real surprises and no need for change in the current configuration of the schedule.

VIII. COMMENTS AND QUESTIONS

A member of the public expressed interest and appreciation for ISB's discussion of an outdoor discovery school campus to supplement ISB's program. He also applauded the administration's efforts to develop a more comprehensive safety policy and efforts to make ISB a more inclusive campus for

students with mild to moderate special needs.

IX. ADJOURNMENT

The meeting was adjourned at 8:13 pm.

The next meeting will be held on Tuesday, 16 September 2014.

Verified as approved by the Board
at its meeting September 16, 2014

A handwritten signature in black ink, appearing to read 'Sumiter Singh Broca', is centered on the page. The signature is fluid and cursive, with a long horizontal stroke at the end.

Sumiter Singh Broca
Secretary, ISB BOT