

THE AMERICAN COMMUNITY ORGANIZATION
THE AMERICAN COMMUNITY SCHOOL
Minutes of the Monthly Board of Directors Meeting
March 23, 2010 at 17h30, Library

Members Present:

Mr. Darryl Robinson, President
Mr. Azad Keval, Vice-President
Mr. Joseph Hanania, Member (late)
Mr. Ali Lejlic, Member
Mr. Mark Lewis, Secretary
Mrs. Susan Razzaz, Member

Ex-Officio Non-Voting Member:

Ms. Sandra R. Smith, Ambassador's Representative

Others Present:

Mr. Larry McIlvain, Superintendent
Mr. Steve Mancuso, Middle/High School Principal
Ms. Diana O'Leary, Elementary School Principal
Mrs. Diana Rihani, Administrative Assistant
Mr. Hamdi Hamdi, Business Manager

Absent:

Mr. Hossam El-Shaffei, Treasurer

17h40min

1. Call to Order

Mr. Robinson asked to approve the February 23, 2010 minutes and the March 23 2010 Consent Agenda

A motion was made and approved by a show of hands of the February 23, 2010 Minutes and the March 23, 2010 Consent Agenda.

2. Committee, Task Force and School Reports

Report #1: Teacher Representative Report – Shannon Balawi

Mrs. Balawai was no present. Mrs. O'Leary, Mr. Mancuso and Mr. McIlvain informed the Board members of the following activities taking place at ACS during the last month:

- Busy parent/teacher conference today
- ES Art Show included an art sale that raised about JD50 for charity
- Virtual ES and MS Science fairs

- Visiting students from Hong Kong International school (students without walls program) who met with some of ACS students and discussed several subjects one of them was “life under occupation”
- Community service extremely active
- Coffee and Chat went well. Discussion was the Arabic program
- Two Honor Choir students and their teacher returned from Turkey
- Diana O’Leary and Samar Abu Ghazaleh went to our sister school in Baqaa and donated money to help them build a shelter.

Report #2: PTG – Leslie Kann

Mrs. Kann was not present. No Report.

As some parents were present, Mr. Robinson asked them if they had an issue to discuss with the Board. Those present were parents of pre-Kindergarten II who were asking to limit the number of students in KG to twenty students and to have two sections if there were more than 20. Their argument was that reducing number of students in KG improves the quality of education. Mr. Robinson agreed, and on behalf of the Board informed them that it is an important issue. He added that the Board has been discussing class size throughout the school. Mr. McIlvain said that he hoped to have an answer by the April Board Meeting.

Mr. Keval thanked them for coming to the Board after going through the proper chain of commands. Mr. Keval welcomed and introduced the Boy Scouts who were attending the meeting as part of their requirements.

Report #3: Task Forces:

Development Task Force

No report.

Governance Task Force

Governance Task Force chaired by Mr. Keval – Mr. Keval wanted to publicly acknowledge Ms. Sandra Smith and thank her for the work she put in for providing information as to how to outline a new voting structure as per the by-laws.

Policy Review Task Force

Policy review task force chaired by Mr. Lewis – Mr. McIlvain said that the Policy Committee members have been working on changing, updating, deleting and adding policies. Some of those policies need to be discussed with the Finance and Personnel committees before they come to the full Board.

Strategic Vision Task Force

Mr. McIlvain said that four bids have been received for field two. They were opened with Mr. El-Shaffei, Mr. Lejlic, and Mr. Robinson Board members present. The bids were under the appraised value of the property.

Mr. Hanania said that as for the ACS future vision recommendation never came to a closure at a Board level. The recommendations will be discussed during the work session.

Report #4: Financial/Capital Improvements – Hossam El-Shaffei

Mr. El-Shaffei was not present, Mr. Lejlic reported that the finance meeting took place on March 17. The following were part of the discussed items:

1. It was agreed that since none of the bids for Field II met the assessed value, the school administration will negotiate with all the bidders in an effort to at least meet the assessed value.
2. The superintendent verbally briefed the committee on his efforts with AE7 a locally based contractor and feedback from H2L2, a U.S. based contractor. The Superintendent will submit to the Committee the Pros and Cons between the two contractors with a recommendation for the Committee to examine and make recommendation to the Board at the April meeting.
3. The Superintendent presented suggested changes (in draft) to the following policies. These policies had initially been reviewed at the Policy Task Force meeting and sent to FCIC for further discussion.

6-510-Student Activities and Fund Raising donations,

* 7-704-Control of Staff Expenditures

* Bad Debt Policy

* policy related to naming rights, and gifts

The Committee will review the policies with Administration to make the necessary changes to several policies (if any) to be presented in the next Committee meeting and then recommendations to the Board in its next meeting (April)

Report #5: Superintendent's Report - Larry McIlvain

Larry McIlvain shared his Superintendent's report with the Board members via email. Briefly he added that, the staff pitched in to help send our drivers and janitors with some their families to Mecca to perform Omra. Mr. Mancuso initiated the process, parents and staff helped with the bus and payment for visas and other needed requirements. There was no expense on the school.

Erma Anderson, a science and math consultant from the Office of Overseas Schools, visited ACS. She met with teachers observed classroom and gave presentations to staff. She also presented a workshop to parents to explain her approach that is inquiry based, hands on math and science.

Mr. McIlvain gave an overview of the Talent Show and informed the Board about his meeting with the PKII parents this morning in regards to next year's KG. The meeting was live-streamed so parents who couldn't attend the meeting could watch it from their computer.

3.0 Adjournment:

There being no further business before the Board, a motion was made to adjourn. The motion was accepted without vote at 18h25.

The next regularly scheduled meetings are:

- Board of Directors, Tuesday, April 27, 2010 at 18h15 unless there was a quorum, then after the ACO meeting.
- Work Session, Tuesday, April 27, 2010 after the open session
- ACO Meetings – First one on April 27 at 5:45 PM and the second one on May 4 at 6:00 PM

Respectfully submitted by Diana Rihani