

INTERNATIONAL SCHOOLS GROUP

Saudi Arabia

Dhahran British Grammar School
Dhahran Elementary/Middle School
Dhahran High School



ISG Bqaiq
ISG Dammam
ISG Jubail
Yanbu International School

"Committed to Excellence"

BOARD NOTES FROM THE REGULAR MEETING OF THE BOARD OF TRUSTEES INTERNATIONAL SCHOOLS GROUP Monday, 25 February, 2008 at 4:00 P.M.

Members present: Peter Armstrong, Haroon Azam, Bob Britt, Doug Holroyd, Ancel Lewars, Jim Morcom, Carolyn Pettit, Steve Porter, and Mazen Snobar.

ISG staff present: Rashed Al-Doulab, Chris L'Esteve, Norma Hudson, Kelly McDermott, Bill Stapp, and David Whitaker.

Guest present: Rick Barnhouse

Apologies for absence: Spin Bennett, Denise Knapp, Eddy van der List.

1. WELCOME

President Doug Holroyd welcomed everyone to the Full Board Meeting at 4:00 p.m.

2. CONSENT ITEMS:

A. Agenda Approval

The agenda was reviewed and approved.

Approved- all voted in favor.

B. Approval of minutes

The minutes were reviewed and approved with minor amendments.

Approved with minor amendments.

C. Policies

Policies approved by Consent:

Policy 1033 – (New) Special Instructional Programs

Policy 2005 – Entrance Requirements & Regulation

Policy 2020 – Student Enrollment Restriction List

Policy 2120 – Crisis Management

Policy 3001 – Community Use of School Facilities

Policy 4126 – Paternity Leave

Policy 4185 – Evaluation of Staff

Policy 4196 – Employee Dismissal or Non-renewal for Unsatisfactory Work Performance

Policy 6045 – Purchasing

Policy 6050 – Petty Cash Accounts

Policy 6060 – Expense Reimbursement

Policy 6064 – Asset Disposal

Policy 6070 – Staff Personal Property

Approved- All voted in favor.

Policy 1090 – Outdoor Activities

Policy 3005 – Gifts to the School (Contributions)

Policy 4045 – Professional Staff Development Opportunities

Policy 4140 – Health Leave

Policy 6017 – Bad Debts

Approved – with minor amendments.

Policy 4130 – Bereavement Leave

Not approved – Returned to Admin Forum in April.

3. REPORTS AND COMMUNICATION

Facilities and Finance Committee Meeting

Ancel Lewars reported on the Facilities and Finance Committee meeting held on 11 February, 2008. Highlights of the meeting included discussion about the building of the Dhahran campus dining hall facility, the proposed International Division school at Al-Hasa, and the building of a new school for ISG Dammam.

Reports reviewed were the enrollment report, the investment summary and cash position, and the revenue and expenditure report.

4. RESOLUTIONS

Seconded resolutions were passed for:

- 1) The opening, in principle, of ISG Al-Hasa.
- 2) The closure of ISG Abqaiq.

5. SUPERINTENDENT'S REPORT

Norma Hudson provided information about recruiting fairs held in Thailand, the US, Canada, and England. Additionally, information was shared about a proposed Master's of Science degree that could be offered to ISG educators beginning September 2008.

6. BOARD PRESIDENT'S REPORT

Doug Holroyd informed the Board that two members were attending the upcoming NESA Educators' Conference. Mr. Holroyd also thanked the Board for their effort and hard work in making several significant decisions.

7. MEETING ADJOURNED

The Board meeting adjourned at 7:15 p.m.