

INTERNATIONAL SCHOOLS GROUP

Saudi Arabia

Dhahran British
Grammar School



ISG Dammam

ISG Jubail

Dhahran Elementary/
Middle School

Sara Village School

Dhahran High School

*(ISG is a not-for-profit Educational System for the
Kingdom of Saudi Arabia.)*

Yanbu International School

“Committed to Educational Excellence”

BOARD NOTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES INTERNATIONAL SCHOOLS GROUP

MONDAY, MAY 2, 2011 AT 4:00 P.M.

Members present: Mr. Basil Abul-Hamayel, Mrs. Rana Al-Turki, Mrs. Rajaa Clouse, Vice-President Spin Bennett, Mr. Bob Britt, Mr. John Helbig, President Douglas Holroyd, Mr. Ancel Lewars, Mr. Rob Morin, Mr. Mansoor Murad and Mr. Steve Porter

ISG staff present: Mr. John Chapman, Superintendent Norma Hudson, Mr. Chris L'Esteve, Mr. Bill Stapp and Mr. David Whitaker

Apologies for Absence: Mr. Jim Morcom

Guest: Mr. Daniel O'Connell

Minutes: Mrs. Kelly McDermott

1. BOARD INTERVIEW

President Holroyd opened the Board Meeting at 4:00 p.m. and welcomed Mrs. Rajaa Clouse to her first Board of Trustees Meeting. President Holroyd introduced Mr. Dan O'Connell. Subsequent to the meeting, the Board unanimously accepted Mr. O'Connell into the Board position during Executive session. President Holroyd will step down at the end of the current school year.

2. APOLOGIES FOR ABSENCE

Apologies were expressed on behalf of Mr. Jim Morcom, who had nominated Mr. Bob Britt for his proxy vote

3. CONSENT ITEMS

Approval of Draft Minutes

The draft minutes of the Board of Trustees Meeting, held on March 21, 2011 were reviewed and approved.

Approved

Committee Reports

- The draft minutes of the HR/C and I Committee Meeting held on Saturday, April 16, 2011 were reviewed. No questions or comments were raised by the Board members.
- The draft minutes of the Facilities and Finance Committee Meeting held on Monday, April 25, 2011 were reviewed. No questions or comments were raised by the Board members.

4. ACTION ITEMS

The Board of Trustees reviewed the Action Items, and:

- Agreed that strategic growth is an on-going Board action for information sharing.
- Agreed to ensure that effective communication is taking place throughout the District.
- Clarified the status of students who are on 5-year entry visas and wish to study in the Kingdom.
- Superintendent Hudson updated the Board of Trustees about the students numbers who have enrolled for the IB Program

Mr. Bill Stapp shared information with the Board of Trustees regarding a recent visit from the Head of Foreign Education, Dammam and his colleague, to inform ISG about the new admission regulations for International schools in the Eastern province.

5. SECONDED RESOLUTIONS

Upon the recommendation of the HR/C and I Committee, the following resolutions were approved:

- An exception to Policy 4020 Contract Years and Work Schedule for voucher hours
- The approval of the extension of an employee benefit for eligible employees until October 1, 2011
- Enclosure of the octagonal area of the Dhahran Campus Nursery
- Approval of the recommended Tuition and Fees for school year 2011-2012
- Approval of the recommended School Budgets for school year 2011-2012

President Holroyd instructed the Facilities and Finance Committee to work on the Sara Village School budget for 2011 - 2012 and present it for recommendation at the next Board of Trustees Meeting to be held on May 23, 2011.

Mr. Stapp informed the Board of Trustees that there will be a meeting with BAE Systems to discuss the BAE contract and budgets in May. Mr. Stapp commented on the good partnership established between BAE and ISG. Superintendent Hudson wished to acknowledge Mr. Stapp for all of his hard and committed work on the BAE Sara Village School. Mr. Stapp thanked Superintendent Hudson and also wished to comment on his appreciation to Mrs. Yvonne Bland for her help in the initial stages of the contract negotiations.

6. POLICIES FOR REVIEW

- P-1033 Special Instructional Programs
- P-1040 Student Travel
- P-1045 Extra-Curricular Programs
- P-2065 Vaccinations and Inoculations

Approved

7. FROM THE SUPERINTENDENT

Superintendent Hudson gave a presentation on the theme of "Recent Significant Events in the Life of ISG". The events included:

- Middle States Accreditation for Five ISG Schools.
- IB - Board's Direction and International Baccalaureate Authorization -
- Ministry of Education
- ISG Dammam Update
- It's All About Kids...Learning...
- ISG 50th Anniversary 1962-2012
- Jubail High School

Enrollment

Enrollment is currently at 3496 students. Superintendent Hudson reported that ISG is continuing to experience student growth.

8. FROM THE BOARD PRESIDENT

Mr. Daniel O'Connell presented a donation check for the equal distribution between the Yanbu and Jubail schools for the purpose of facilities or programs that directly improve the educational needs of the students at these two locations. Superintendent Hudson thanked our community partners for the generous donation, which will be gratefully received at both sites.

10. ANY OTHER BUSINESS

- Mr. Morin advised the Board, that he will be retiring from Chevron in August, 2011 and as a result, resigning from his position on the Board.
- President Holroyd thanked Mr. Morin for his support and work on the Board of Trustees. A Board Member interview will be held at the next Board of Trustees meeting.

President Holroyd thanked the Board Members for a productive session and adjourned the meeting at 5:16 p.m.

The Board entered Executive session.