

# INTERNATIONAL SCHOOLS GROUP

## Saudi Arabia

Dhahran British  
Grammar School

Dhahran Elementary/  
Middle School

Dhahran High School



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

ISG Bqaiq

ISG Dammam

ISG Jubail

Yanbu International School

***“Committed to Educational Excellence”***

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### BOARD NOTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

**Monday, May 3, 2010 at 4:00 p.m.**

- Members present:** Mr. Doug Holroyd, Mr. Peter Armstrong, Mr. Spin Bennett, Mr. Bob Britt, Mr. Anthony Diaz, Mr. Jim Morcom, Mr. Rob Morin, Mr. Steve Porter and Mrs. Rana Al-Turki
- ISG staff present:** Mrs. Norma Hudson, Mr. David Whitaker, Mr. Bill Stapp
- Minutes:** Mrs. Kelly McDermott
- Students:** Mr. Amr Abdelgawad (Dammam), Mr. Annas Ayoub (DBGS), Miss Freya Carberry (DBGS), Miss Noor Neema (DHS), Mr. Karl Sjulsen (DHS), Miss Nagwa Soma (Dammam), Miss Meera Tarazi (DHS) and Miss Niveen Zakaria (Dammam)

#### **1. WELCOME**

President Holroyd opened the meeting at 4:04 p.m. and welcomed the students from the Dhahran British Grammar School, Dhahran High School and ISG-Dammam who had been invited to attend and observe the Board of Trustees Meeting.

#### **2. CONSENT ITEMS**

The Minutes of the March meeting were approved.

The Minutes of the following meetings were approved:

- The HR/C and I Committee Meeting held on April 10, 2010
- The Investment Task Force Meeting held on April 12, 2010
- The Compensation Task Force Meeting held on April 13, 2010
- The Facilities and Finance Committee meeting held on April 19, 2010
- The TOTAL Meeting held on April 27, 2010

#### **3. ACTION ITEMS**

1. The Board will continue to stress Strategic Growth and planning next year.
2. The Board reviewed construction projects including a new Dammam school, additional classrooms on the Jubail campus and moving to the new school in Yanbu.
3. At the September meeting, the Board will review its policy on class sizes in the district in order to best accommodate current trends in enrollment, current advances in curriculum, and the need to keep ISG schools operating at world standards.

4. The Board opted to hold interviews for open board seat(s) at the May 24 meeting. Appointments with candidates will be scheduled.
5. The Board continues to study the future of ISG, including the development of procedures under which donations will be encouraged and handled.
6. The Board discussed working with companies in Jubail and the best way to offer appropriate lessons to students from different regions.

#### **4. SECONDED RESOLUTIONS**

The Board approved tuition and fee increases for ISG schools for the 2010-2011 school year.

The Board approved the school budgets for the 2010-2011 school year.

#### **5. REPORTS AND COMMUNICATION**

- Enrollment Report - enrollment stands at about 3,350 students.

#### **6. POLICIES FOR REVIEW**

The Board reviewed and approved the following policies:

- *P-2136 Harassment (Student)*
- *P-4016 Harassment (Employee)*

The students were dismissed from the meeting in order to meet requirements for transportation home. Mrs. Catherine Geisen-Kisch will follow up with students for feedback and critique of what they observed at the meeting.

#### **7. REPORTS AND COMMUNICATION**

##### Investment Task Force Committee Report

President Holroyd summarized the recommendations from the Investment Task Force Committee:

- Policy Revision of P-3005, P-6020 and P-6025 to be presented to the Board of Trustees
- Development of a new policy "New Construction - Funding"
- Major Corporate Donations policy to be developed. Administration to devise a policy covering corporate donations, guarantees of student enrollment and discounts

##### Compensation Task Force Committee Report

Mr. James Morcom summarized the recommendations of the Compensation Task Force Committee Report and assist in the strategic direction to the Administration on how to move forward with the compensation/benefits package.

Mr. Doug Holroyd thanked the Compensation Task Force Committee Report on their excellent work.

**8. FROM THE SUPERINTENDENT**

Superintendent Hudson reflected on her recent NESAs Board Retreat Meeting held in Kathmandu and the similarities in the work that was undertaken at the Retreat Meeting and the work that is undertaken by the ISG Board of Trustees. “The Value of Contributing to the Whole” was the theme of the presentation by Superintendent Hudson and the three principles of honor, value and celebrate. Superintendent Hudson thanked the Board for the work that has been accomplished and the work that is still to be undertaken and for each individual Board Members contribution to the whole: the ISG District.

**9. FROM THE BOARD PRESIDENT**

President Holroyd informed the Board of Trustees Members that there would be an Executive Session held at the end of the Meeting.

**10. ANY OTHER BUSINESS**

- Mr. Spin Bennett informed the Board Members that he had attended a meeting at BAE regarding Sara Village School, where the provision of an Open Day was discussed for parents to come along and see the school and Mark Wootton would host a Q&A session. Mr. Peter Armstrong offered to represent the Board of Trustees at the Meeting and the Board supported this decision.

**11. ADJOURNMENT**

President Holroyd thanked the members for a productive session and adjourned the Meeting at 6:24 p.m. The Board Members entered Executive Session.