

**I. OPENING**

**General announcements:**

N. Captan-Amr called the meeting to order at 6:05 pm. Nivine announced that Dr. Boutros-Ghali and Hoda Sarofim-Sawiris have given their proxy votes to her for tonight's meeting.

Nivine stated the general understanding of the protocols that govern the Board Open Sessions. As per Policy 2.409 – Community Attendance at Board Meetings, the Board Open Sessions are conducted to carry on the business of the school, and therefore they are not public meetings, but meetings held in public. Once the meeting is called to order, Community comments on the business of the day may be aired during the “Comments from the Floor”.

**R/10-3-1 Action on Agenda**

Nivine moved to remove agenda item R/10-3-11 Approve Payment of Income Taxes for 2007-09 from the agenda. M. Turner seconded. **Motion carried.**

**R/10-3-2 Action on the January 26, 2010 Minutes**

J. Hendrix made a motion to accept the January 26, 2010 Board Open Session minutes as amended. M. Marlowe seconded. **Motion carried.**

**R/10-3-3 Superintendent's Report**

R. Mockrish reported the following:

- **Multicultural Diversity and International Relations**  
Some policies presented tonight are to ensure admissions procedures that maintain our American school as well as an international blend of the student population.
- **Student Support Services**  
We need policies that are fairly explicit that detail for parents, Board members, faculty, and admissions which students the school feels can be successful at CAC.
- **ES Building Update**  
The ES building is almost completed. A Town Hall meeting for parents is scheduled for tomorrow Wednesday, March 17<sup>th</sup> to talk about the building in general, the move, and some of the environmental issues (air quality) that have been raised.
- **Value Added Instruction**  
He visited around 15 to 17 classrooms over the last 1 and ½ weeks. This year we addressed the appraisal process,

accountability, teachers developing portfolios that demonstrate the learning, students developing portfolios that demonstrate their own learning, working on assessments, and the World language program with changes to ensure comprehensive value added language instruction in a host country language.

- **School Wide Outcomes**

This is an attempt to ensure quality and a true vision across all three divisions (what we believe our students should be able to do and know).

- **Academic Innovation**

Two Academic proposals will be presented. One is the bilingual children's magazine, and the other is feasibility study of sustainability on campus. C. Nehring asked if BP could participate in the feasibility study of sustainability.

## **II. COMMUNITY REPORTS:**

### **R/10-3-4 Student Council Report**

N. Sawiris, Student Council President, reported the following:

- Week Without Walls was a great success for all the high school students.
- The annual Candy Gram sale was very successful. The student council sold well over 150 of those.
- The CAC Annual Football Tournament was held last weekend. Mr. DeWolf was voted as the best goalkeeper.

### **R/10-3-5**

#### **CACTA Committee Report**

P. Riley, CACTA representative, reported that:

- Nothing to report on housing.
- Health insurance is reaching finalization. Not many teachers will be surprised with the changes.

### **R/10-3-6**

#### **Support Staff Committee Report**

D. ElKhafif, Support Staff representative, highlighted the following:

- Dr. Mockrish advised the support staff of the approved salary increase of 5% COLA subject to review in the fall.
- The Trustee Committee approved our request for additional wording under the Professional Development Policy.

- Request for PDF leave was not supported. This issue will be readdressed in a future meeting.
- The next Support Staff Committee meeting is scheduled on March 24<sup>th</sup>.

### **R/10-3-7**

#### **PTO Report (copy on file)**

B. Zac, the PTO Chair, highlighted the following:

- On February 20<sup>th</sup>, the PTO hosted the Garage Sale at Victory College and it was well attended.
- The grant made by PTO to support one of the events that will raise funds to support Saber's family.
- The PTO provided Pizza, as accustomed, on ES Kids' Day.
- The PTO is reviewing all three schools wish-lists for next year. The PTO initially approved the request for a speaker as it is a common request among all three schools.
- The PTO decided to fund an external speaker again next school year as Dr. Thompsons' visit proved to be an enormous success.
- The International Festival is scheduled for Saturday, March 20<sup>th</sup> from 11:30 – 3:00 pm.
- On April 29<sup>th</sup>, the PTO will hold their Ball at “Le Pasha” in Zamalek. The theme will be “Classic Hollywood Glamour” in black and silver.

Nivine thanked Bency for the report and asked about the table that the Board donates, how much the donation is, and the deadline.

### **III. ACTION ITEMS:**

#### **R/10-3-8 Approve Revised 2010-11 Operations Budget**

M. Turner reported that the Finance Committee reviewed and discussed the revised 2010-2011 Operational Budget (copy on file). The maximum average tuition increase is 10.6%. Mark stated that the contributing factors to the increase are:

- Support Staff and General Services receive a 5% COLA.
- Faculty and Administrators receive a market adjustment to the pay scale.
- Housing rental prices have increased.
- Health Insurance cost is rising at approximately 16%.
- The addition of 4 aids and 1 part-time position.
- Covering the taxes on the home leave cash benefit.

Following a discussion, M. Turner moved that the Board accept the revised 2010-2011 Operational Budget as presented. C. Clarke

seconded. N. Captan-Amr voted for H. Sawiris and Dr. Boutros-Ghali by proxy. **Motion carried unanimously.**

**R/10-3-9 Approve 2010-11 Registration Fee**

M. Turner reported that the Finance Committee reviewed and discussed the proposed 2010-11 Registration Fee for new students. Mark noted that when the legal status is finalized, this fee could go down. Following a discussion, M. Turner moved that the Board approve the increase in the 2010-11 Registration Fee for new students to \$10,000 subject to annual review. Registration Fees will be grandfathered for siblings during the 2010-11 SY at the current registration fee of \$7300. C. Clarke seconded. N. Captan-Amr voted for H. Sawiris and Dr. Boutros-Ghali by proxy. **Motion carried unanimously.**

**R/10-3-10 Approve institution of Annual Capital Fee**

M. Turner reported that the Finance Committee reviewed and discussed the new Annual Capital fee. M. Turner moved that the Board approve the institution of an Annual Capital Fee of \$250 for returning students for SY 2010-11. J. Hendrix seconded. N. Captan-Amr voted for H. Sawiris and Dr. Boutros-Ghali by proxy. **Motion carried unanimously.**

**R/10-3-11 Approve 2010-11 Plant Fee Increase**

J. Hendrix reported that this fund covers short term projects such as bus maintenance, etc. John stated that the contributing factors to this increase are:

- Vent & AC in the basement in the old Gym.
- Replace Pool boiler.
- Replace theater AC equipment.
- Replace fitness room equipment.
- Turf and Ground leveling in the HS Field.
- Purchase of 2 new school buses.
- School housing upgrade.
- Network upgrade.

Following a discussion, J. Hendrix moved that the Board approve the increase in the 2010-11 Plant Fee to \$550 subject to annual review. C. Nehring seconded. N. Captan-Amr voted for H. Sawiris and Dr. Boutros-Ghali by proxy. **Motion carried unanimously.**

**R/10-3-12 Approve Academic Innovation Proposals**

R. Mockrish presented the two Academic Innovation proposals (copy on file). One is the bilingual children's magazine, and the other is a feasibility study of sustainability on campus. Both fall within the current budget with no additional expenditures. J. Hendrix moved that the Board accept these two proposals with no additional expenditures. C. Clarke seconded. N. Captan-Amr voted for H. Sawiris and Dr. Boutros-Ghali by proxy. **Motion carried unanimously.**

**R/10-3-13 Policy 2.101 – School Board By-Laws/Powers and Duties**

M. Marlowe presented Policy 2.101 – School Board Bylaws/Powers and Duties as a 2<sup>nd</sup> reading/vote. Mary noted that prior to June 1998 there was no mention of the Founding Organizations. Following a discussion, this policy was deferred back to the Trustee Committee for further review.

**R/10-3-14 Policy 8.202 – Admissions Categories and Priorities**

M. Marlowe presented Policy 8.202 – Admissions Categories and Priorities as a 2<sup>nd</sup> reading/vote. J. Hendrix moved that the Board accept Policy 8.202 as presented pending clarification on “diplomatic missions” in category four. C. Clarke seconded. N. Captan-Amr voted for H. Sawiris and Dr. Boutros-Ghali by proxy. **Motion carried unanimously.**

**R/10-3-15 Endorse World Language Initiatives**

C. Clarke presented the World Language Initiatives (copy on file). The suggested changes to the program are related to last school year’s World Languages audit on Arabic, Spanish, and French. The changes will improve the quality of the school wide language program. For example, Arabic is currently being taught in Grades 1 and 2 and French and Spanish in Grades 3 to 5. The plan is for Arabic only to be taught in Grades 1 to 5. It will be phased in one grade level per year. Concerns from the community were raised related to dropping French and Spanish. C. Nehring stated that this initiative should have some sort of cost attached to it. Following a discussion, this item was deferred back to the Education Committee to provide the cost associated with this initiative as well as to get community input.

**IV. INFORMATIONAL ITEMS:**

**R/10-3-16 Policy 3.30 – Fees and Tuition**

M. Marlowe presented Policy 3.30 – Fees and Tuition as a 1<sup>st</sup> reading. The change reads: “In order to confirm a place for the subsequent school year, a non-refundable tuition deposit is due on or before April 1<sup>st</sup>” instead of **May 15<sup>th</sup>**.

**R/10-3-17 Policy 7.507 – Special Needs Support**

M. Marlowe presented Policy 7.507 – Special Needs Support as a 1<sup>st</sup> reading.

**R/10-3-18 Policy 8.201 – Admission of Students**

M. Marlowe presented Policy 8.201 – Admission of Students as a 1<sup>st</sup> reading.

**R/10-3-19 School-Wide Learning Outcomes**

C. Clarke presented PreK-12 Student Learning Outcomes (copy on file). This is a means to ensure quality and a true vision across all three divisions. The expected Student Learning Outcomes are grouped in three areas: communication, thinking, and caretaker/caregiver.

**V. BOARD COMMITTEE REPORTS:**

**R/10-3-20**

**A. Facilities Committee Report**

J. Hendrix, the Facilities Committee Chair, reported that the Committee met on February 16<sup>th</sup>, March 9<sup>th</sup> and 14<sup>th</sup>. The Committee reviewed and discussed the following:

1. The ES schedule with the construction manager.
2. Phase II Tender Evaluation, timelines, and impacts.

**B. Finance Committee Report**

M. Turner, the Finance Committee Chair, reported that the Committee met on March 9<sup>th</sup> and discussed all items mentioned above.

**C. Trustee Committee Report**

M. Marlowe, the Trustee Committee Chair, reported that the Committee met on February 21<sup>st</sup> and March 17<sup>th</sup>. Mary stated that the Community Service award deadline is April 7<sup>th</sup> at 3:00 and encouraged the community to submit nominations. The Community Representative election is coming up next month.

**D. Education and Advisory Committee Report**

C. Clarke, the Education Committee Chair, reported that the Education and Advisory Committees met on February 21<sup>st</sup> and March 17<sup>th</sup>. The Committee reviewed and discussed the HS instruction time for IB and AP courses (looking at ways to increase the number of hours IB needed) and offered two proposals. Recommendations will be presented to the Board upon completion. The Committee endorsed the Learning Outcomes and approved that the Administration move forward with institutionalizing them as a means of curricular vision and delivery.

**VI. COMMENTS FROM THE FLOOR**

**R/10-3-21 Comments**

CAC parents expressed concerns regarding the following:

- ✍ There should be a choice between 2 or 3 languages as the level of Arabic being taught in ES is very limited.
- ✍ Arabic would not help those kids going back to the US.

- ✍ No confidence that future Boards will not keep increasing the fees for returning students.
- ✍ The tuition increase is very high compared to the kind of economy here in Egypt. If you compare tuition at CAC and that of Dubai (high economy), you will find that it is a little bit the same.
- ✍ The school should consider outsourcing buses.
- ✍ Working on other Boards, the tuition increase is maximum 4%. There should be a limit to these increases.
- ✍ The Board should consider lower tuition % increase to current students and higher to the new comers.
- ✍ There should be a Steering Committee to get donations.
- ✍ What are the international schools we compared ourselves to?
- ✍ If we do fundraising in the next 2 years, will the school refund those who did not see the upgrade?
- ✍ The Arabic taught in school is not the one spoken outside (colloquial and formal Arabic).
- ✍ Having a tutor to teach kids the language parents want.

## **VII. ADJOURNMENT**

### **R/10-3-22 Adjournalment**

The meeting was adjourned at 10:00 pm.