

Regular Session – April 19, 2011

I. OPENING

General announcements:

N. Captan-Amr called the meeting to order at 6:05 pm. Nivine welcomed everybody to the April Open Session.

Nivine announced the following:

- R. Wilkening has given her proxy vote to D. Blome for tonight's meeting.
- Congratulated the PTO Ball award recipients.
- Shared Policy 2.409 – Community Attendance at Board Meetings. The School Board, as a representative body of the community, encourages community members to attend Open Board Meetings where the Board conducts the school's business in a transparent manner. While these meetings are held in public, they are not public meetings. However, at the end of each Open Board Meeting, there is an opportunity for community members to make comments from the floor and informally express their interest in and concern for the school.

R/11-4-1 Action on Agenda

Nivine moved that the Board accept the agenda as presented. M. ElShinnawy seconded. D. Blome voted for R. Wilkening by proxy. **Motion carried (1 absent).**

II. COMMUNITY REPORTS:

R/11-4-2

Superintendent Report

R. Mockrish reported the following:

Value Added Instruction. Continue to work on schedules and personnel moving forward into next year. Quality of programs is at the forefront. We had number of co-curricular activities from sports, MESAC and ISST, Jazz performances, dance performances, etc.

We are proceeding with the three-year plan of vertical teams, working on standards and benchmarks, understanding by design, grading and reporting which are internal programs to move our curriculum and instruction and accountability forward from a student learning perspective.

Multiple Intelligence and Student Support Services. CAC is planning for next year in terms of space and personnel and making plans for specialist teachers (ELL and LSS teachers) to report to the organizational

structure in terms of goals, planning, and looking at demographics. Working on reporting procedures and how to approach LSS and ELL students from a curriculum and instruction.

Preliminary work was done on tracking students who enrolled in Pre-K program and what percentage of LSS and ELL those students make up as they continue in the school.

Cultural Sensitivity and International Relations. The Egypt Culture Committee had a very successful trip in Old Islamic Cairo and was well attended. The Education Committee was presented with the learning profiles for students, teachers, and parents. These profiles outline how we would like to treat each other and what are our expectations upon entering CAC. These profiles will be presented tonight to the full Board for endorsement and inclusion into the student/parent handbooks.

Master Plan – Phase I. CAC continues to face Phase I concerns and currently in the process of closing phase I from a safety, security, accountability, and financial perspective. CAC continues to rely on Wassef and Rowad to help with logistical and civil engineering support as we closeout Phase I.

Phase II. Phase II is in progress. Rowad and Wassef are ahead of schedule and the site looks very promising.

Project Manager. CAC is in the process of seeking a qualified Project Manager replacing J. Hollenbach.

R/11-4-3

CACTA Committee Report

A. Rawlings, CACTA representative, highlighted the following:

- CACTA had the General Meeting on April 11th. Most of the concerns were related to housing, equity and quality issues. R. Mockrish noted that the Housing Committee is working on a matrix identifying these issues. Housing are assigned and based on a \$ rate. J. Hendrix requested that Rebecca report on this issue at the next Facilities Committee.

R/11-4-4

PTO Report (copy on file)

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

- The PTO International Festival scheduled on April 9th was a success. Bency thanked Ineke for all her efforts over the past three years.
- The PTO Garage Sale scheduled on April 2nd was a success.
- The ECC trip to Al-Muizz Street was a success. Thank you Sherine.
- The PTO had their annual lunch and AGM last week.

- The PTO Gala Dinner is scheduled for May 6th.

Bency thanked the Board and Administration for taking CAC through this difficult time. Bency added that the CAC Community is unique and will bounce back regardless of what transpires.

III. ACTION ITEMS:

R/11-4-5 Approve 2009-10 Annual Audit

M. Smith reported that the Finance Committee reviewed and discussed the 2009-10 Annual Audit presented by KPMG (copy on file). Following a discussion M. Smith moved that the Board approve and endorse the Management Letter after the Finance Committee approves and endorses it at the May meeting. J. Hendrix seconded. D. Blome voted for R. Wilkening by proxy. **Motion carried unanimously (1 absent).**

The Board discussed the changes applied to school accounting system. Following a discussion, the Finance committee requested the Trustee Committee to review Policy 3.50 – Accounting and Reporting.

R/11-4-6 Education for Sustainable Development Report

The Center of Sustainable Development (CSD) team gave a brief presentation on the Sustainable Center Business Plan, Environmental Coordinator job description, CSD Pamphlet, and funding proposal (copies on file).

The goals of the proposed Sustainable Development Center are:

- integrate the principles of education for sustainable development into the Pre K-I2 curriculum,
- unite students with a common goal that allows for sharing and learning across the three schools,
- provide students with authentic opportunities to effect positive change through leadership and entrepreneurship roles,
- support, develop and demonstrate sustainability initiatives and opportunities, and
- provide opportunities to contribute to and learn from the wider Community.

Following the presentation, the team thanked the Board for supporting this initiative and asked the Board to appoint a full-time Sustainability Coordinator to work directly with students, teachers, and the community because this initiative will disappear if not supported. E. Bredin reported that a similar position was established in New Delhi as a potential effort.

R/11-4-7 CSIR Recommendation Summary

C. Clarke reported that the Advisory Committee heard a presentation on Cultural Sensitivity and International Relations and the new profiles (copies on file). The presentation included the many activities that the Egyptian Culture Committee offered this school year. These activities include, but are not limited to, Book Club, Egypt Festival, Oriental Dance, Arabic Classes for non-native speakers, Movie Nights, A Mile for Peace, Food Drive, Back to School Social Gathering and Lunch, HS Service Learning, Egypt 2020 where Egypt's future was shared from different angles, Trip to Al-Muiz Street, and an Anthology of Stories from the recent historic events which will be compiled into a book.

The Committee also shared the Profiles of a CAC Student, a CAC Employee, and a CAC Parent/Caregiver that were created (copy on file).

2011-12 Recommendations:

- Request the next HS Principal to conduct a pro-active process in order to introduce some form of a Pastoral Program in the HS.
- Encourage the MS to continue their efforts to enhance their current MS Advisory Program.
- Encourage the ES to share success with the two divisions as they continue their efforts with the PBS Program.
- Allocate time in Tuesday Faculty Meetings or PD Days in the 3 divisions for CSIR Orientation Sessions for all CAC Employees.
- Create divisional CSIR sub-committees to work within their schools to:
 - Explain CSIR Rationale & Vision.
 - Help arrange school wide/community activities related to CSIR.
 - Update the CAC website and school wide publicity options related to CSIR.

Essential Next Steps:

- The recommendations of the CSIR Committee should be endorsed by the entire CAC leadership team for implementation during 2011-12.
- Budget consideration for implementing CSIR activities (orientations, guest speakers, trips etc...)
- The administration & committee work closely with the PTO and all groups who access the campus to acknowledge the CSIR Vision among CAC community members.

N. Captan-Amr thanked Cindy for the report and noted that once these profiles are endorsed, they will be send out to parents via the handbooks and included in the Admissions process.

Following a discussion, the Board will review the CSIR profiles and send their suggestions and/or comments to C. Clarke. Board endorsement deadline is Thursday, April 21st.

R/11-4-8 MESAC/ISST Recommendation Summary

C. Clarke reported that the Advisory Committee heard a presentation on (copy on file). CAC has not yet made a decision. There are three options currently being discussed with the Superintendent. Option 1 is that CAC becomes a full member of MESAC. Option 2 is that CAC becomes a member of both MESAC and ISST. Option 3 is that CAC remains with ISST and finds a JV league in Europe that will compliment ISST and provide the sports and activities lost in departing MESAC.

C. Clarke noted that CAC was given one year to determine whether or not they will become full members. This period will expire by the end of April, 2011.

C. Clarke moved that the Board endorse the Education Committee's recommendation to remain with the ISST organization. In addition to notifying MESAC that CAC will not continue with our participation in this new league, **it is recommended that the administration move forward immediately to provide both short and long term options for events that will no longer be available through MESAC.** E. Bredin seconded. D. Blome voted for R. Wilkening by proxy. **Motion carried unanimously (1 absent).**

IV. COMMENTS FROM THE FLOOR

R/11-4-9 Comments

A CAC parent asked about the make-up of the Advisory/Education Committee. The Board agreed to post members of the Board Committees and Committee agendas on the Board website.

A CAC parent noted that sustainably should to be part of Phase III. Students have to be involved with Phase III and not only Phase I and II.