



Date/Time: Saturday 18 September 1:00 -7:00 PM

Board Attendees: Pekka Holopainen - Chair; Karin Steiner - Vice Chair; Emily White, Dennia Gayle, Hanania Negede, Rudy Muller, Yohannes Tsehai

Regrets: Michael Zink - Treasurer, Vinson Anderson - US Embassy Rep

Administration Attendees: Dr. Tim Stuart - Head of School; Kristi Williams - Board Administrator, Yonas Berhe - DHoS Operations

Guests: Prof. Ruairi Brugha, Krista Haley - ICS CMO (Item 7)

Opening	1:00 PM
Agenda	<p>Saturday Agenda approved as follows:</p> <ol style="list-style-type: none">1. Approval of 19 August Minutes2. Head of School Brief3. CIS Accreditation4. Strategy Discussion5. Nov. Retreat Agenda Planning6. Risk Management Plan7. Covid Presentation <p>Sunday agenda to be addressed separately in the Sunday Meeting Minutes, including time:</p> <ul style="list-style-type: none">● to address Board Secretary role● postponement of Security briefing● shift in timing to discuss Community Relations● The Head of School and Board Administrator do not need to attend the Sunday meeting.
Item 1 Minutes	19 Aug minutes will be shared and approved via email.
Item 2 HoS Brief	Clarifying questions addressed.
Item 3 Accreditation	<ul style="list-style-type: none">● CIS Accreditation final evaluator visit takes place this week.● A final report and accreditation status will come at the end of Oct/beginning of Nov and will inform the school's overall strategic planning process.● Board involvement this week includes a meeting on Monday.● Confirmed that we have aligned all of our accreditation processes within this process to ensure future re-accreditation takes place at the same time. This includes CIS, IB, and MSA.● CIS evaluators are international school leaders and administrators.

ICS Board of Governors Meeting Minutes

<p>Item 4 Strategy Discussion</p>	<ul style="list-style-type: none"> ● A SWOT analysis was presented that included interviews with 7 ICS Leadership members and 4 present & past Board members. ● In general, members agreed with the analysis. There is some fine tuning and deep understanding needed, and some work to be done by the Board and by the administration. ● This useful tool will inform the Board’s strategic planning at the Nov Retreat. ● Next steps - have the Executive Leadership Team/XLT, to develop a protocol to review, reflect and respond.
<p>Item 5 Nov Retreat</p>	<ul style="list-style-type: none"> ● HoS recommended a small taskforce to meet before the retreat to possibly work with Getting Smart to dive deeper into the Big Ideas for the Board. ● Taskforce to include HoS, Board Admin and 4 Board members. The taskforce would then share the work and help facilitate the discussion at the Nov Retreat, as part of the bigger conversation. ● Other ideas/topics for the retreat included: <ul style="list-style-type: none"> ○ 1 full day on strategic thinking ○ Invite economic and security experts to share the State of Ethiopia and its near term future - how that might impact ICS ○ Discuss other topics - Board communications, the Risk Management Plan, presentations from ICS Leadership. ● Next steps - set up a taskforce, develop an agenda. ● No decisions have been finalized
<p>Item 6 Risk Management Plan</p>	<ul style="list-style-type: none"> ● HoS presented the plan and answered questions. ● The “Blue Team” - HoS, DHoS, DHoS- Operations and Executive Director of Strategic Programs, developed the plan. ● This is a living document and will be updated throughout the year. ● The Finance Committee regularly reviews this document. Agreed to review with the full Board twice a year minimum and as needed. ● This is not an exhaustive list of threats, but a critical list to ensure we have structures in place to continue offering a robust educational program, while maintaining the safety of our students and employees. ● Recommendation to look at some scenario planning of risks and how ICS would mitigate them.
<p>Item 7 Covid Presentation</p>	<p>The Board invited Prof. Ruairi Brugha to present on the risk of Covid, especially the Delta variant, with focus on:</p> <ul style="list-style-type: none"> ● The Board appreciated the work of the Covid taskforce and discussed strategies and approaches. ● The HoS reiterated that the goal of the school is not to keep our campus open as long as possible/at any costs. The goal is to keep students (and employees) safe and learning, knowing that the campus might be the best platform to teach. ● Prof. Brugha, the Board, and the HoS agreed that at some point we may have to move classes or divisions or the whole school temporarily online to keep our students/employees safe, based on scientific evidence.
<p>Adjournment</p>	<p>6:45PM</p>