



American International School of Abuja

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American International School of Abuja
Minutes of the Board of Governors Meeting
February 22, 2023 17:07

1.0 Attendance

Present:

Katie Jagelski	Chair
Jnana Jyoti	Secretary
Laurel Rushton	Member
Jehanne Tamli	Member
Derek Worman	Treasurer
Ndubisi Anyanwu	Vice Chair
Nic Figueroa	Member
Greg Hughes	Head of School
Christopher Pretorius	Business Manager
Nicholas Ojehomon	Internal Auditor
Gregg Shoultz	MS/HS Principal
Wayne Burnett	Elem Principal

Notes taken by:

Jyoti Jnana - Secretary

Open Session

2.0 Recruitment Update

The Head Of School gave an update of the current status of the recruitment for teaching staff and non-teaching staff like the IT Coordinator position for the 2023/2024 school year.

While several positions have been filled the following positions still remain unfilled;

Elementary x 2

MS Language Arts

Physical Education

Information Technology Coordinator

Art - Local position



3.0 Security Update

The Head of School presented an update on the security infrastructure work as of the 22nd of February 2023, including the following;

- . Teacher housing fortification.
 - . Additional Range Towers
 - . Perimeters Fence Construction
 - . Concrete Planters
 - . Security Control Room Upgrades
 - . CCTV additions
 - . Perimeter wall extension (Gate 1 - Gate 2)
- . Quotes were also sourced for a panic button as an additional upgrade.

Progress on the safe haven has been halted due to a decrease in available funds; this matter will be deferred to the Board.

4.0 Extreme Weather

The Head of School presented the school's Extreme Weather Guidelines as of the 22nd of February 2023, including the following;

- . The development of a system to monitor the heat index
- . The installation of monitoring equipment including strategically placed weather stations and an air quality monitor.
- . The installation of a watering system as a means of cooling down the football field.

Discussion took place with the possibility of introducing a "no hat - no play" policy for the Elementary School, while also outlining some of the other steps to be implemented in the ASIA PE program to mitigate the effects of the current weather pattern, including increased usage of the school pool.

It was also discussed how the current guidelines and mitigation measures focus on heat as the primary concern and there is insufficient emphasis on extreme poor air quality. It was suggested that air quality references and mitigation measures be more clearly articulated. Some board members expressed willingness to help with this.



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The Head of School also outlined the challenges of scheduling PE classes indoors due to limited facilities however it was also noted that students who have adverse reactions to the heat can be exempted from strenuous activity at any time via a note from their parents.

It was additionally noted that the extreme weather was a key factor in prioritising future infrastructure projects.

It was decided that work on these guidelines should be ongoing and that external consultants and other stakeholders should be accessed if possible to further educate our community while also developing more robust guidelines.

5.0 Upcoming Events

The Head of School set out preliminary dates for the Annual General Meeting and the timeline for the Board Election, while also giving tentative dates for the remaining Board Meetings.

Dates were also set for the reformation of the AISA PTA with the first meeting taking place on the 8th of March.

6.0 Other Business

A point of clarification was made as to whether citizens with dual passports could be considered for the American positions that are up for election at the next AGM. The Board would follow up on this matter.

There was a question from a parent regarding the school's plans for the upcoming General Election. The Head of School reiterated the school's commitment to the safety and security of its community and would work closely with its security advisors to ensure that all steps were taken to mitigate any potential threat over this period.

A request was made for all additional Board Minutes to be uploaded on the school website.

Closed Session

7.0 Administrative Report - (Accepted and Approved)

8.0 Follow Up From Open Session



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The principals clarified additional measures being taken to ensure safety of students in hot weather conditions and future steps to be taken in terms of planning for 2023/2024 in relation to the hotter months.

The Board recommended that the Facilities Committee focus on investments that further mitigate student exposure to hot weather.

9.0 Finance Report

Report was given by the Business Manager and Treasurer including the financial report for .

- Planning for the 2023/2024 budget is underway and will be presented at the next meeting for discussion.
- Discussions have centred around inflationary pressures and the cost of living in particular for local staff.
- Part of the budget (\$305K) for the overseas supply shipment was approved prior to the final budget being presented to expedite shipping in time for the new academic year.
- Changes have been made to the school's capitalization policy as a means of reducing capital income. (Approved by the Board)
- A former auditor at AISA is in dispute with the school regarding audit fees and the matter is being referred to our legal counsel.

10.0 Facilities Update

- Discussions remain ongoing with the FCDA regarding potential road works that may impact the school car park.
- Discussions have taken place with the custodian of land adjacent to the school about potential leasing of this property if required.
- Additional input will be sought in relation to any possible changes to the safe haven. A meeting will be set with representatives of the Facilities Committee and an external consultant for the 3rd of March.

Executive Session