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# AUS Board of Trustees

## Meeting Minutes

Tuesday, Jan. 23, 2024

11:00AM.

Director's Conference Room, 1st floor, ES Building

### Attendees

- Sheikha Futouh Naser Al Sabah, (SFNS)
- Ms. Ghada Khalaf, (GK)
- Ms. Lana Al Ayyar, (LA)
- Mr. Michael Wininger, (MW)
- Dr. Diana Aboulebd, (DA)
- Dr. Abdulrahman Al Farhan, (AF)
- Ms. Amani Abulhassan, (AA)
- Mr. Mijbil AlAyoub, (MA)
- Ms. Irina Itkin, (II)
- Mr. Kevin Abernethy, (KA)
- Ms. Fatma Ahmad, (FA)

### Absent:

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### Agenda

#### New Business

	AGENDA ITEM	TIME ALLOCATION
1	The Welcome (Sheikha Futouh Al Sabah, Board Chair)	5 min
2	Minutes November 28, 2023	5 min

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3	Graduation requirement / Scholarship / Universities (Ms. Dareen Taweel, HS Counselor)	20 min incl Q&A
4	Child Protection (Ms. Wendy AlFalah, School Psychologist)	20 min incl Q&A
5	Strategic Plan ( (Mr. Michael Wininger, AUS Director)	20 min incl Q&A
6	Committee Selection (BoT Members)	10 min
7	Q & A Wrap-up	10 min

## Minutes of Meeting

- Meeting started at 11:01.
- SFNS welcomed the attendees, and brought the meeting to order.
- LA introduced herself.
- Ms. Wendy AlFalah, School Psychologist & Ms. Dareen Taweel, HS Counselor introduced themselves.
- The minutes of November's board meeting were approved.
- Ms. Taweel presented the graduation requirement / scholarship / Universities acceptances ([Presentation Link](#))
- DA inquired about the percentage of AUS students on distinguished track
- Ms. Taweel indicated that 17 out of 79 senior students are on a distinguished track (21.5%)
- AA inquired about the students who are trying to move from traditional track to honors or distinguished tracks. According to Ms. Taweel, students are encouraged to make this move with many students being able to make it. MW added that counselors have regular meetings with students to help them move to the honors Track.
- LA suggested to encourage students to apply for the merit scholarships, as many of them are not aware of this option. LA added that seniors can even get early admission in March if they work on the application to merit scholarship. Ms. Taweel confirmed that counselors inform the seniors about the Merit Scholarships and provide them with the needed information. This year, half of the seniors applied for merit scholarships.
- Wendy AlFalah presented Safeguarding and Child Protection @ 11:45AM ([Presentation Link](#))
- DA asked about Harassment and Bullying policy. Ms. AlFalah clarified that it is part of safeguarding and it's available also in the student handbook

- SFNS discussed the communication difficulties between school and parents nowadays concerning students misbehavior and incidents. She inquired whether the school offers training to its staff on how to approach parents.
- Incidents, according to Ms. AlFalah, are first resolved by the school counselors. Communication with parents is usually handled by the school administrator. All teachers attend training at the beginning of each school year for effective communication with parents. Such training stresses the importance of establishing and building good relationships with parents.
- MW added that parents are continuously reassured that school incidents are handled through a process and that the school follows processes and procedures when dealing with all matters. In addition, a chain of command procedures for effective communication is strictly followed. Growth opportunities are always there throughout the process.
- MA asked about the procedures for the acceptance of students transferring from other schools, specifically about the ways AUS verifies the behavior history of the applicant
- Ms. AlFalah clarified that schools must submit a Confidential Student Reference letter (CSR) .
- MW added the school admission process could be a topic to discuss in other meetings, Any other suggested topics for discussion in upcoming meetings can be shared with Fatma.
- MW discussed the Strategic Plan @ 12:30PM [Link to Website](#)
- AF suggested to postpone the committees' work for next academic year, to give chance for the members to gain enough knowledge about the school and BoT.
- However, the Majority of board members voted to launch the committees' work as of this year. Committees will meet and work on their own, then send final suggestions and recommendations to the Board Secretary.
- SFNS suggested meeting virtually to form the committees and further discuss their roles and expectations. board members agreed unanimously.
- The meeting is scheduled for Tues. Jan 30th @ 12, with FA to proceed and make the necessary arrangements for the meeting.
- AF suggested to have a draft of committees' expectations for the virtual meeting
- Board members filled the initial committee selection form and handed it to FA.
- Meeting adjourned at 1:14PM

## Next Meeting

- March 19, 2024, 11:00 AM, Director's Conference Room