ICSA Board of Directors Minutes of Meeting

Special Board Session
Tuesday, August 29, 2023

Present:
Ms. Joan DARKORTEY; Trustee, President/Chair
Ms. Carina SUGDEN; Trustee, Vice President/Vice Chair
Ms. Brenna WONGUE; Trustee
Dr. Anne LIHAU – N'KANZA; Trustee
Ms. Nicole SHABANI; Trustee, US Embassy representative
Ms. Naomi W. N. MONOBOLOU; Trustee, Treasurer
Ms. Amber McCUE, Trustee, US Embassy representative
Mr. Jean François LE BIHAN; Trustee
Mr. Zach CENTER, Trustee, Secretary
Mr. Michael BREECE; Head of School

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1. Meeting Called to Order

- Meeting was called to order at 6:05.

2. Purpose of the Meeting

The special session was called with the intention to de-escalate and reconcile on a matter of a correspondence received from the legal practice representing a Board member/parent on May 30, 2023 in reference to a potential case of neglected child safety.

3. Grievance/Nature of Conflict Expressed

- Board member/parent shared her/his grievances regarding child protection and clarified his/her concerns and intentions.

4. Outcome and Agreed way forward

- The Board, along with the Head of School, acknowledged opportunities to improve the implementation of the child protection policy and procedures in line with international best standards. Board and HoS committed to the following:
    - Board Governance committee prioritizes the review and updating of CP policies and procedures
    - HoS establish a taskforce to create processes to implement CP policy

    - Share communication with general ICSA about progress made
    - HoS to follow up with other parent involved

- Board member and parent agreed to work with Board to be a part of the review, (remediation where necessary) and strengthening of the policies, procedures and process mapping
- Upon agreement of these follow-up actions the Board, the parent, and the HoS considered the matter closed.