



AMERICAN UNITED SCHOOL
KUWAIT

AUS Advisory Board Committee Orientation

Meeting Minutes

20/1/2016

3:30 p.m.

*Professional Development Suite
Middle School*

Members:

Officers:

Mrs. Courtney Turner

Mr. Ashish Verma

Mrs. Amani Abulhasan

Ms. Jessica Berry

Chairperson

Vice Chair

Public Relations Liaison (Absent)

Secretary

Voting Members:

Sheikha Mariam Mubarak AlSabah (Absent)

Dr. Nawaf Jandoul AlDousari (Absent)

Miss. Janna Zeid (Absent)

Miss. Dalal Al-Sabah

Ms. Ty Lougher

Non-Voting Members:

Jennifer J. Beckwith, Ph.D.

Ms. Kimberly Tomlinson

Mr. Michael Seefried

Ms. Taryn R. Pereira

Mr. Michael J. Winger

Ms. Saroya Pendleton-Brown

Ms. Mona Fairley

Founding Director

Elementary School Principal

Middle School Principal

Assistant Principal- Elementary

Assistant Principal- Middle School

**High School Assistant Principal/Testing
Coordinator**

Curriculum Specialist

Committee Members:

Marketing and Public Relations

Megan Sofge (Spokesperson)
Michael Seefreid
Asma Hagazi (2nd Spokesperson)
Anna Marquita
Dalal Al Sabah
Mekia Russell
Ibrahim Tahan
Shinea C. Wright
Natalie

School Improvement and Accreditation

Saroya Pendleton-Brown
Zsofia Al Mulla (Spokesperson)
Nicole Clark (2nd Spokesperson)
Rebeca Pena
Dan Leritz
Stacey Smith
Reem Al Rubaie
Jennifer Ghast
Katherine Khoury

Strategic Planning

Ashely Bushell
Rhonda Guitroz
Kevin Govender (Spokesperson)
Samar Martin
Courtney Turner
Taryn Periera
Michael Wininger
Ashish Verma
Minnette Finley-Lewis

Agenda:

1. Introductions

2. AUS Strategic Plan

- Found on the school website
- Examples from other schools:

Fairfax County Public Schools (Four Strategic Goals) Student success, Caring culture, Premier workforce, and Resource stewardship

- Includes overarching strategies, outcomes, actions, and a timeline for implementation
- Each strategy explains how it is measured and the actions taken after information is compiled.

International Schools of Brussels

- Four goals: Building and Learning, Building Leadership, Building a community, Building a Campus

American School of Doha

- Four Strategies

ACS International Schools, Hillingdon

- 4 Main Goals
- Key Themes
- Marketing Plan

-Our Strategic Goals must have:

- Performance measures and targets, align with vision and mission
- Phase 1: Conduct Research: document and survey
- Phase 2: Create framework
- Phase 3: Develop and accomplish steps

-Visit in March for accreditation. We need to show evidence of our plan.

-Visit in two years will be to decide if our school is ready to be accredited

3.) Questions

- Is this required for accreditation? *Yes, we have to have a plan.*

-Do they dictate 3rd party vendors? *No, they just want to know you have a process.*

4.) Committees to focus on

- Strategic Planning
- Marketing and Public Relations
- School Improvement and Accreditation

5.) Committees Assignment

-Mission today is to choose a spokesperson: work to set 3 meetings, provide a page of feedback to SAB and all members need to attend training on March 24th.

Mission for later:

- Propose possible survey points to gain research
- Identify survey questions
- Select a survey questionnaire

-Determine method to distribute survey

6.) Spokesperson Important Ideas

- **Strategic Planning**

- Creating specific questions for survey. No open-ended question.
- Community: parents being involved in school events and parent involvement inside the classroom.
- 1.) Uniform

- **Marketing and relations**

- School Activities and Service in the Community
- Communicating with the community
- 1.) Student success

- **School Improvement and Accreditation**

- Security of the school
- Uniform
- Student to teacher ratio
- 1.) Teacher Retention

7.) What to expect next time

- Look at surveys to plan goals for each committee
- When will committees meet? *After survey is sent out. Data will be discussed in March.*

Meeting end time: 4:46 p.m.