



AMERICAN UNITED SCHOOL  
KUWAIT

## **AUS Advisory Board**

### **Meeting Agenda**

*6/3/2016*

*11:41 a.m.*

*Professional Development Room*

*Middle School*

#### **Members:**

##### **Officers:**

**Mrs. Courtney Turner**

**Mr. Ashish Verma**

**Mrs. Amani Abulhasan**

**Ms. Jessica Berry**

**Chairperson**

**Vice Chair**

**Public Relations Liaison**

**Secretary**

##### **Voting Members:**

**Sheikha Mariam Mubarak AlSabah**

**Dr. Nawaf Jandoul AlDousari**

**Miss. Janna Zeid**

**Miss. Dalal Al-Sabah**

**Ms. Ty Lougher**

##### **Spokespersons:**

**Megan Sofge**

**Zsofia Victor Al-Mulla**

**Nicole Clark**

**Kevin Govender**

##### **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**

## Agenda Items

1. Meeting Minutes & Adoption of the Previous Minutes
  - Some members missed meetings: Jessica was requested to call and confirm a day prior
  - Notes were accepted
2. Committee Reports
  - Marketing and Public Relations – Megan Sofge (5 minutes)
    - Discussed how to create survey questions that meet the variety of audiences.
    - Sample survey questions were selected
    - CIS has a survey bank of questions that we can select from as well
  - School Improvement and Accreditation – Zsofia Al-Mulla, Nicole Clark (5 Minutes)
    - Qualitative data should be included in survey-include a comment box for feedback
    - Questions should be directed towards parents, teachers and students
    - Surveys are completed anonymously
    - Survey sent through email or through Survey Monkey and should take about 5 minutes
  - Strategic Planning – Kevin Govender (Not Present and no notes presented)
    - Board should look at teaching, learning and attaining accreditation
    - We are looking to become a candidate for accreditation
    - Development of mission, vision, objectives, behavioral and community level outcome, action plan, implementation and evaluation
    - Obtainable in 3 years
    - Board will formulate and outline what should be done for this committee
    - Phase 1, 2 and 3 will be completed
    - Start time at 8:30 am on March 24 (CIS will be doing the training)
3. Role of the SAB
  - Mission
  - Vision
  - Guiding Principles
  - What is an effective board?
  - By Laws
  - Areas of responsibility
  - Issues not addressed
4. Principal's Report - 1 page written report (5 minutes)
5. Director's Report
  - Update on CIS/MSA Visit – Dr. Beckwith (10 minutes)

- Principal Interviews ES/MS/HS March 9<sup>th</sup> – March 17<sup>th</sup>

**6. School Steering Committee Training – March 24<sup>th</sup> 8:30 – 11:30**

- **Next Meeting:** Wednesday, April 20, 2016 at 3:30 p.m.
  - **Either SAB Meeting or Committees Meeting?**
- **Things to Consider:**
  - **SAB End of Year Report**
    - **What have we achieved?**
- **ADDITIONAL COMMENTS**
  - **Nominations for the Board in May**
  - **There is a reflective section that CIS asks, “what are some challenges that parents at AUS face?”**
- **Dates to Remember:**

<b>March 21-24</b>	<b>Preliminary Accreditation Visit</b>
<b>March 23 March 24</b>	<b>Early Release Day No School</b>
<b>March 28-April 1</b>	<b>Spring Break</b>
<b>March 10 March 17</b>	<b>Elementary Field Day Middle School Field Day</b>

