



AMERICAN UNITED SCHOOL
KUWAIT

AUS...A Better Choice

School Advisory Board (SAB)

2016-2017

End of Year Report

American United School



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The members of the 2016-17 Student Advisory Board (SAC) respectfully submit this annual report.

SCHOOL ADVISORY BOARD MEMBERS

➤ VOTING MEMBERS:

- SAB Chair Person:
 - *Mrs. Megan Sofge*
- The President of PTSO :
 - *Mrs. Amani Abulhasan*
- Corporate Stakeholders Representative:
 - *Mr. Ashish Verma*
- The American Embassy Representative:
 - *Mrs. Molly Jung*
- The Presidents of the Middle School Student Council & the High School Student Council:
 - *Miss Janna Al-Sallal*
 - *Miss Zeina Al-Fulaij*
- Parents from Elementary, Middle School and High School
 - *Dr. Suja Aboukhamseen*
 - *Ms. Ghofran Zayed*
 - *Sheikha Mariam Mubarak AlSabah*
 - *Dr. Nawaf Jandoul AlDousari*
 - *Mrs. Asmaa Hagazi*
 - *Mrs. Zsofia Al Mulla*
 - *Mr. Kevin Govender*
- Secretary
 - *Ms. Jessica Berry*
- ES Teacher Representative
 - *Ms. Nicole Clark*
- MS & Teacher Representative
 - *Ms. Ty Lougher*
 - *Mrs. Asmaa Hagazi*

➤ NON-VOTING MEMBERS:

- AUS Director:
 - *Dr. Jennifer J. Beckwith, Ph.D.*
- Associate Directors
 - *Mrs. Mona Fairley-Nelson*
 - *Michael Winger*



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- ES Principal
 - *Ms. Taryn Pereira*
- MS Principal
 - *Ms. Brenda Clements*
- HS Principal
 - *Ms. Saroya Pendleton-Brown*
- Assistant Principal- Elementary
 - *Ms. Kelly Bufferine*
- Assistant Principal- Middle School
 - *Ms. Kristine Schofield*

SCHOOL ADVISORY BOARD OBJECTIVE

The objective of the School Advisory Board (SAB) is to uphold the school vision and mission for the present and the future, work cooperatively and effectively with the AUS administration for the improvement of the school.

SCHOOL ADVISORY BOARD MEETINGS

- September 28, 2016
- November 29, 2016
- February 8, 2017
- May 5, 2017
- May 24, 2017
- SAB Meetings were held at AUS Grey Room 7
- SAB Meeting Agenda & Minutes are located:
 - https://drive.google.com/drive/folders/0Bwnl_BUPnmrTZUoyUG9taG1mZlk

SCHOOL ADVISORY ACTIVITIES FOR 2016-2017

- Each meeting the Elementary School, Middle School, High School, PTSO, Student Council, Director & Associate Directors provided reports on various school events, important dates, and accreditation updates to ensure understanding and communication to all members of the board.
- Reviewed guidelines for the operation of the School Advisory Board
- Developed formal SAB Policy Manual/ Procedural Guideline(s)
- Completed the Endicott Survey
- Participated and provided feedback to the Steering Committee on the School's Vision and Mission
- Reviewed and aligned on the MAP results of the school



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- Formed an ad hoc committee to review and analyze the results of the Endicott Survey, providing:
 - Significant facts about the number of people who responded
 - Significant strengths as perceived by the various community sectors
 - Significant opportunities for improvement as perceived by the various community sectors
 - Significant differences among those perceptions
- Discussed and provided feedback on defining Global Citizen/Global Student to the Steering Committee

SCHOOL ADVISORY IMPROVEMENT OPPROTUNITIES FOR 2017-2018

- To improve communication and awareness of documentation, IT to provide Google Drive training for the SAB as well as confirm all members have the appropriate level of access to all documents contained in the drive.
- To improve documentation of attendance, utilize sign-in sheets for each Student Advisory Board meeting next year
- Continue to provide support to ensure completion of accreditation activities
- Continue to further define and support Global Citizen/Global Student initiatives
- The 1st SAB meeting of next year to be held October 4th at 11:30 am

APPENDIX I

SAMPLE AGENDA



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AUS Advisory Board Meeting Agenda

29/11/2016

11:30 am

*Professional Development Room Grey 7
2nd Floor*

Members:

Officers:

Mrs. Megan Sofge

Chairperson (Public Relations Chair)

Mr. Ashish Verma

Vice Chair (Schlumberger Representative)

Mrs. Amani Abulhasan

Public Relations Liaison

Ms. Jessica Berry

Secretary

Voting Members:

Sheikha Mariam Mubarak AlSabah

Elementary Parent

Dr. Nawaf Jandoul AlDousari

Elementary Parent

Miss Janna Zeid

High School Student

Miss Dalal AlSabah

High School Student

Ms. Ty Lougher

Middle/High School French Teacher

Dr. Suja Aboukhamseen

Elementary Parent

Mrs. Molly Jung

U.S. Embassy Representative

Ms. Ghofran Zayed

Elementary Parent

Committee Chairs

Asmaa Hagazi

Public Relations

Mrs. Zsofia Al Mulla

School Improvement & Accreditation

Ms. Nicole Clark

School Improvement & Accreditation

Kevin Govender

Strategic Planning

Non-Voting Members:

Jennifer J. Beckwith, Ph.D.

Founding Director

Mrs. Mona Fairley-Nelson

Associate Director for Teaching and Learning

Michael Winingar

Assoc. Director for Educational Tech. and Accountability

Ms. Saroya Pendleton-Brown

High School Principal



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Ms. Brenda Clements	Middle School Principal
Ms. Kristine Shofield	Assistant Principal-Middle School
Ms. Taryn Peirera	Elementary Principal
Ms. Kelly Bufferine	Assistant Principal-Elementary

Agenda:

- 1.) **Vote on September’s Meeting Minutes**
- 2.) **Accreditation Committee Update**
 - a. **Review list of committees and their members**
 - i. **Understand SAB Board Member placement**
 - ii. **Discuss Parent participation**
 - b. **Review upcoming committee(s) meeting dates & times**
- 3.) **Review Endocott Survey Results**
 - a. **SAB to define top 5 improvement opportunities (separate meeting TBD)**
- 4.) **Review MAP Results**
- 5.) **SAB Policy Creation Discussion**
- 6.) **Next Meeting: Wednesday, February 8th at 3:30 pm**
- 7.) **Things to Consider:**

Important Dates to Remember:

December 17th	Winter Wonderland
December 20th	Early Dismissal 11:00
December 21st-29th	Winter Break
January 1st-5th	Winter Break Continued
January 19th	End of Second Quarter
January 19th	Steering Committee
January 22nd	Beginning of 3rd Quarter
February 8th 3:30 AM	School Advisory Board Meeting
February 23rd	National and Liberation Day Celebration
February 26th	National and Liberation Day Holiday-No School
April 19, 2017 11:30 AM	School Advisory Board Meeting



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Official end time: