



# Weekly

February 16, 2007  
Volume 43  
Issue 21

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## Assistant Superintendent's Message

Greetings AISL Families,

As I was walking through the campus the other day, I noticed an inscription on a t-shirt that read “love is never out of season”. This is so true. As we bring closure to this wonderful week of love filled with chocolates, flowers, and forget-me-nots, remember, we can continue to show our love by being courteous to others, exercising patience in the midst of storms, difficult times, and difficult people, and by deciding to make every day a great day!

Our nurse Bisi has just completed school wide health screening. This process is an annual event that comprises two components, vision and hearing screening. A team of nurses used the eye chart to determine youngster’s visual acuity, and checked for ear hygiene. These are first steps only. Should the team decide youngsters need a more in depth assessment, a note is sent home for further examination. Please feel free to come in and see nurse Bisi if you have any questions.

Parents, Saturday sports are an enriching component of our community life at AISL. Children and adults have a fun filled day of activities. Due to the fact that many families have more than one game or function on any given day, it is easy for children to create activities of entertainment around the school. We invite children to swim with the lifeguard in the pool from 10:00 until 3:00. The gym is open for students who are enrolled in gymnastics from 9:00 until 12:00. Special event Karate and Tae Kwon Do meets are held in the gym on Specific Saturdays. If your children are enrolled in these events they should be in the gym. Please, please make sure that children remain in supervised areas. Classroom areas both upstairs and downstairs are off limits. Thank you for making sure our children and guests keep our classroom bulletin boards the way teachers and students leave them on Friday.

One final reminder parents, please have youngsters keep expensive electronic devices at home or in your vehicles. The latest ipod, razor telephone, or other techno gadgetry, can be enjoyed indefinitely in the security of your dwelling.....an ounce of prevention etc. etc. etc.

Next week Friday the 23rd is a regular school day. Thank you for being wonderful parents.

In the Spirit of Excellence!

*Ethel Wellington-Trawick*

### Dates to Remember

- February 21 Picture Retake 8:30-Noon
- February 21 Year Books on Sale 1:30-3:30
- February 22 Evening of Fine Arts 6:30
- February 22 Year Books on Sale 1:30-3:30
- February 23 School Open
- February 26 PTO Uniform Donation
- February 27 PTO Uniform Donation
- March 1 MS Honor Band–Paris
- March 2 PTO Spring Cleaning Book Fair 1:00–2:30
- March 3 AISL Swim Meet
- March 3 PTO Spring Cleaning Book Fair 9:00–12:30
- March 6 End of 2nd Trimester
- March 24 PTO Bingo

Superintendent .....	Thomas Shearer
.....	tshearer@aislagos.com
Assistant Superintendent.....	Ethel Wellington-Trawick
.....	ewellingtontrawick@aislagos.com
Director of Admissions .....	Terry Burns
.....	tburns@aislagos.com
Business Manager .....	Trudy Mafe
.....	tmafe@aislagos.com
AISL’s Website.....	<a href="http://www.aislagos.com">www.aislagos.com</a>

**American International School of Lagos**  
**Board of Directors**  
**Agenda for Tuesday, 20 February 2007 – AISL Conference Room**

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**Study Session – 4:00 p.m.**

- New Site Visit

**Bus will leave AISL for new High School site at 3:15 p.m. Any community member who would like a ride should be on the bus in the car park by 3:15 p.m. Others may meet at the site at 4:00 p.m.**

**Regular Session – 5:00 p.m.**

Call to Order

Roll

- I. Adoption of Agenda
- II. Adoption of Minutes
- III. Recognition of Staff, Students and Community
- IV. Superintendent's Report
- V. Members of the Community Wishing to Address the Board
- VI. Old Business
  - A. Second Reading of Policies 1.600 Series
  - B. High School Update:
    - Building Project
    - Fund Raising
    - Curriculum/Program
- VII. New Business
  - A. Appointment of Board Nominating Committee
  - B. First Reading of Board Member's Responsibility, Policy 1.504
  - C. Appointment of Board Calendar Committee
  - D. First Reading of Personnel Policies – Revisions to 6.000 and 7.000 Series
  - E. First Reading of Policy 2.000 Curriculum (Revised)
  - F. First Reading of Policy 2.500 High School (New)
  - G. First Reading of Policy 3.101 Maximum Age (Revised)
- VIII. Members of the Community Wishing to Address the Board
- IX. Next Regular Meeting – March 20, 2007
- X. Executive Session

**American International School of Lagos**  
**Board of Directors**  
**Minutes for Tuesday, January 23, 2007 – AISL Conference Room**

**Members Present:** Marionette Audifferen, Michael Bowen, Ekaba Davies, Eric Jackson, Rabi Jarmakani, Joseph Lunsford, Georgeann Taylor  
**Admin. Staff Present:** Thomas Shearer, Terry Burns, Trudy Mafe, and Felix Ikenweji  
**Other Attendees:** C. Massoud, J. Simen, R. Yevi, Y. Ayoh, G. Thadani, N. Ahluwalia M. Rubel, A. Omolu, B. Lafontant (Staff)

**Study Session**

The Study Session was called to order at 4:35 p.m.

\* **French Adoption - French Committee**

The major highlights of the French adoption presentation are:

The last review of French materials was in 1997, but in March 2005, teachers and assistants participated in a 5-week workshop as part of professional development on implementation of the communicative method.

2005-2006 the communicative delivery method was fully adopted, same year also saw the addition of a beginner French level from grades 4-9 while the lower grades concentrated more on oral fluency and hands-on activities.

2006-2007 a committee comprising French teachers and classroom teachers was formed to research other International schools' materials,

work to develop French adoption guidelines and evaluation form. The guidelines focused on research and standards with a view to ensure that materials align with the National standards for foreign languages and reflect current research on how students learn a foreign language.

Instructional Strategies- plan is to provide multiple paths to lifelong learning.

Assessment - may include audio, visual, writing, oral activities as well as, projects and portfolios all of which should serve as authentic assessment activities.

Professional development has been designed to meet the needs of the teaching strategies.

French material evaluation criteria- communicative method strategies, age appropriate illustrations, colorful layouts, multi-sensory, culture, in line with standards.

Series evaluated – current books and other titles

Recommendations and cost

The Study Session ended at 5:00 p.m.

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**Regular Session**

**Call to Order:** The Board of Directors Regular Session was called to order at 5:05 p.m.

**Roll:** A. Abdi and Y. Cooper were absent with apologies.

- I. Adoption of Agenda** –amendment – Under item VII. New Business- add, E. - Adoption of French Materials.  
Motion to adopt the agenda as amended was moved by J. Lunsford, supported by M. Bowen. Motion passed.
- II. Adoption of Minutes** – amendment – None. Motion to adopt the Minutes of the November 2006 Board Meeting was moved by J. Lunsford, supported by M. Audifferen. Motion passed.
- III. Recognition of Staff, Students and Community Members**  
The French Committee was commended for the excellent and highly professional presentation, the Christmas play was adjudged a great play in the sense that it brought to the fore the team spirit of the AISL community and it earned the committee kudos from the Board members. Others commended include the PTO for coming up with all year round teacher appreciation idea, organizers of the International Trips, the Facilities Supervisor and the Maintenance crew for keeping the facility in clean and learning conducive condition.
- IV. Superintendent's Report**  
T. Shearer commended the following: the French Team for a splendid job, PTO, J. Simens for an impressive contribution to the AISL students and the community, Felix and the maintenance team.  
Curriculum: He informed that the Jr. High had completed a semester and commended the students' attitude to learning. He also informed that the High School Committee meets regularly.  
Coming events: ITBS testing, Math Night on February 6, Variety Show on February 7 and 8, Nigerian International Schools Conference in March 2007.  
Enrollment: 571 – Elementary 460, Jr. High 111  
Facilities report: as submitted by the Facilities & Equipment Supervisor. M. Bowen informed that the Facilities Committee meets regularly and is working to identify the projects to be executed during the summer vacation.  
Financial report: as presented by T. Mafe.

**V. Members of the Community wishing to address the Board**

None.

**VI. Old Business**

**A. Board Goals**

• **Emergency Planning / Contingency Planning**

T. Shearer informed the Board Members about the proactive efforts being made by the administration to position the school in a state of readiness to cope with emergency situations. He also recommended that the Feb. 23<sup>rd</sup> day off be eliminated and retained as a school day in view of the yet unidentified declared days by the government, which may impact the total number of school days. The recommendation was unanimously endorsed by the Board. He indicated that all the efforts currently being considered are geared towards guiding the school away from a protracted closure as a result of the potential instability from the election playouts.

G. Taylor, while addressing the Board on the Contingency Planning pointed out that the current policies do not adequately cover some of the issues spelt out in the contingency plan. Further discussion on the issue was deferred to the Executive session.

• **High School – AISL Lekki Campus**

T. Shearer reported that issues relating to curriculum are being addressed –text books have been ordered, daily schedule is being worked out, and staffing already finalized.

J. Lunsford gave the feedback that community issues have been resolved and that development work on the site has commenced with clearing and back-filling in progress, detailed structural design almost completed, and award of the contract envisaged for June, and that the project completion would be about 16 months.

E. Jackson reported that the response on fund raising so far has been positive.

E. Davies informed that a consulting outfit had been contacted to help with the selection process for a PR professional.

• **Strategic Plan**

R. Jarmakani informed that the committee would be meeting in April and that it welcomes input from any member of the community.

• **MOU's (U.S. Consulate, Klein, Tacoma)**

T. Shearer disclosed that all the MOU's are currently under review to get the optimal benefit for the school. Further discussion on the matter was suspended till the Executive session.

**B. Staffing 2007 - 08**

T. Shearer presented the Board Members with the staffing needs for the 2007 – 08 school year and also used the opportunity to

intimate them of his recruiting schedule and the dates for conference calls, which provides the window for recruitment feedbacks.

**C. Second Reading Policy 8.200**

T. Shearer read the revised document with the incorporated suggestions. The motion to adopt the policy was moved by

E. Jackson, and supported by J. Lunsford. Motion passed.

**VII. New Business**

**A. First Reading – Policies Related to Hiring and Contract Renewal Practices**

G. Taylor recapitulated on the policy and stated that the guidelines relative to the content of the policy had earlier been discussed but the modification specifically deals with the hiring and contract renewal of the superintendent. It was thereafter proposed that Policy 1.600 – 1.609 replace the current Policy 1.600 – 1.606. The entire presentation was taken as first reading.

**B. First Reading Policy 6.100 and Regulation 6.200**

T. Shearer indicated that the revised document has the spirit of the original policy but has few changes in the wording in some areas. The Board consented to accept the document provisionally while the other appendages would be re-worked and re-presented as first reading.

**C. Student Information System (Software Program) Administrative Plus**

T. Shearer distributed photocopied literature listing the advantages and strength of the software over the current Mac School software package used by the school. He also gave an insight on the cost implication, and promised to come back to the Board with more information in March after he would have had more discussion with the manufacturers during his recruitment trip to the U.S.

**D. Proposed Daily Schedules 2007 - 08**

The proposed schedule submitted by the Superintendent was briefly discussed by the Board, which eventually decided that the school administration again reviews the proposal before it is represented.

**E. School Attorney Retainer Agreement**

E. Jackson informed the other members of the Board that though a new agreement had been signed with the attorney, renewal would be in March and not in September.

**F. Adoption of French Materials**

J. Lunsford moved for the adoption of the French materials supported by G. Taylor. Motion passed.

**VIII. Members of the Community Wishing to Address the Board**

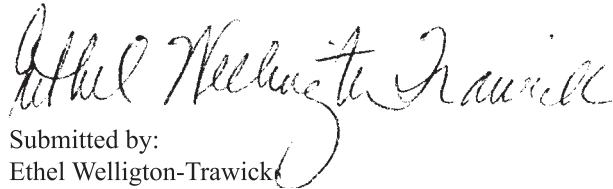
None.

**IX. Next Regular Meeting**

The next regular Board Meeting will hold at 4:30 p.m. on Tuesday, February 20, 2007. The Board of Directors' Regular Session adjourned at 8:35 p.m. and entered into an Executive Session.

**X. Executive Session**

The Board entered an Executive Session, which ended at 11:00 p.m.



Submitted by:  
Ethel Wellington-Trawick  
Asst. Superintendent



Reviewed by:  
Rabi Jarmakani  
Board President



# *Pinewood Derby Races!*

## *Saturday February 17, 2007*

Shine up your racecar and spin those wheels because the big race day happens this Saturday, at the AIS Pool Conference Room. Please come at least ½ hour before race time to allow for final car preparations and weigh-in. Remember your cars need to weigh no more than 5 ounces and should be ready to place on the track for the following race times:

- AIS Pool Conf. Room Open 10:30 AM
- Tiger Races 11:30 AM
- Wolf Races 12:00 Noon
- Bear/Webelos Races 12:30 PM
- Winners race off 1:30 PM

Awards presentation for each level will occur immediately after the races.

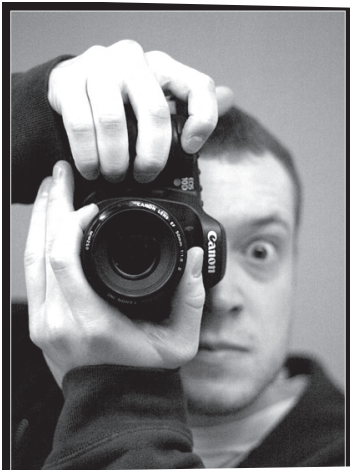
## Saturday Baseball Update



AISL parents,

Game times for this weekend, Feb. 17th are listed below. Please try to have the players there 15-30 minutes before game time to warm up. Team pictures were scheduled for this week, but have been postponed until March the 3rd due to numerous other events this weekend that won't allow all players to be there.

Date	Day	Time	Field 1	Field 2	Field 4
17-Feb	Saturday	8:00 - 9:15	<u>T-Ball</u> <u>Tigers vs. Cardinals</u>	<u>Bantam</u> <u>Indians vs. White Sox</u>	<u>T-Ball</u> <u>Royals vs. Brewers</u>
		9:30 - 10:45		<u>Bantam</u> <u>Twins vs. Marlins</u>	<u>Minor</u> <u>Red Sox vs. Rockies</u>
Week 4		11:00 - 12:15		<u>Mustang</u> <u>Cubs vs. Phillies</u>	<u>Minor</u> <u>Reds vs. Nationals</u>
		12:30 - 1:45		<u>Pony</u> <u>Rangers vs. Astros</u>	<u>Mustang</u> <u>Diamond Backs vs. Phillies</u>
		2:00 - 3:15			<u>Little</u> <u>Blue Jays vs. Mariners</u>



# Yearbook News

## '06-'07'

Picture Retake Day

Wednesday, February 21, 2007

8:30 to Noon - Drama Room

### Pre-Order Your Yearbook!

Tuesday, February 21<sup>st</sup> &

Thursday, February 22<sup>nd</sup>

1:30 to 3:30pm in front of main office

Cost: 2,500 Naira

See Kim Fizer for more information





JOIN US FEBRUARY 22, 2007,  
AT 6:30 PM FOR  
**“An Evening of The Fine Arts”:**

**“Caravan-  
an Artistic Journey”**

STUDENT AND FACULTY ARTWORK AND  
PHOTOGRAPHY  
SELECTED 5<sup>TH</sup> GRADE BAND ENSEMBLES,  
6<sup>th</sup> Grade Band Ensembles

**Concert Choir**

*Concert Band Brass, Woodwind, and Percussion  
Ensembles*

**Symphonic Saxophone and Clarinet  
Ensembles**

MUSON competition finalists

**“ELECTRIFIED LIZARDS” JAZZ BAND**

**Special Guests- the Golden String Quartet**

2007

# TOUR OF ITALY

## 15 February 2007 Update

### Here is the status of the Italy tour and some important dates...

- Chaperone team has met and is working on a variety of preparations: 3 parents-Kim Davis, Julie Jackson, Larry Fizer; 3 teachers-Ken Marks, Julia Simens, Bryan Slater.
- International airline tickets (KLM) have been received.
- Final payment to the tour company has been made.
- Students requiring visas to travel into the Netherlands and Italy have completed applications and met with the Italian Consulate; visas should be issued this week.

### Upcoming dates

- **Student meeting at lunch** -Monday, February 26 in Mr. Slater's room. BRING A LUNCH AND BE THERE AT 11:25.
- **Parent meeting**-Thursday March 1 at 5:30 in Mr. Slater's room, 317. Complete the documents handed out to students at the Monday meeting and bring them to this meeting. We will also talk about packing, luggage guidelines and restrictions, final itinerary, behavior expectations, and other important topics for travel.

### Travel dates:

- **20 March 2007**-Depart AIS in the evening for the late KLM flight to Amsterdam and on to Rome
- **30 March 2007**-Depart Venice early in the morning for the KLM flight to Amsterdam and on to Lagos.

### Travel documents

- I have been in touch with several students whose re-entry visas will expire prior to travel dates or whose passports are not valid for six months after travel. **You must renew these and get me a copy of the renewed passport and/or visa as soon as possible. Without these you will not be able to travel.**

Check out the website: [www.getjealous.com/aislitaly](http://www.getjealous.com/aislitaly)

### Questions?

Contact Ken Marks [kmarks@aislagos.com](mailto:kmarks@aislagos.com) or Bryan Slater [bslater@aislagos.com](mailto:bslater@aislagos.com)

# MARK YOUR CALENDARS!!! Upcoming PTO events



## February 26th and 27th 1:00-2:30

Clean out your closets and donate those uniforms that are still in good shape to the PTO. Donate those out grown uniforms to the box in the office. Uniforms will be on sale after school on the *last Monday and Tuesday of February*. So turn in your old ones today and then shop for replacements during the Uniform Sale.

Spring Cleaning Book Fair in front of the school office

March 2nd 1:00-2:30pm

March 3rd 9:00am-12:30pm



## March 24th BINGO!

The committee is still looking for donations of new items to use as prizes for the event. Contact Tricia Glover or Toney Carmon for more details. (no more ketchup or mustard – we have plenty! Thanks!)

## ATTENTION!

**Final PTO Telephone Tree has been distributed please inform your child's classromm teaher if you did not receive a copy.**

**Thanks, PTO**

## 2007 Edition of Variety Show DVD Available

If you wish to purchase a copy of the 2007 edition of the Variety Show, please fill out the form below and pay N650.00 to the business office. The computer deptment will make a copy for you. All orders needed to be paid in advance.

Thank you for you interest in this year's edition.

Variety Show Committee

I wish to purchase \_\_\_\_\_ copy/copies of the 2007 Variety Show DVD at N650 per copy.

\_\_\_\_\_  
Parent's name

\_\_\_\_\_  
Child's name and Teacher

# PTO QUESTIONNAIRE

PTO has done well on our fund-raisers this year. We would like some feedback and ideas on ideas for the uses of this money. What should our gift be for AISL this year?

In the past we have donated: band risers, microphone system, food court fans, playground equipment, and classroom gifts. Give us your ideas below.

We are looking for those individuals who would be interested in running for the PTO board for next year.

Please nominate yourself or a friend for one of the positions below.

Marion Taylor is one of the Nominating Committee members. But we still need more. Contact Katrina Head if you would be willing to help. 0803 568 9707

President- \_\_\_\_\_

Vice-President- \_\_\_\_\_

Treasurer- \_\_\_\_\_

Secretary- \_\_\_\_\_

Volunteer Coordinator- \_\_\_\_\_

Community Liaison- \_\_\_\_\_

There are also other opportunities to volunteer for the PTO. During the school year there are many events where volunteers are needed. Please check the circle if you would be willing to help chair the events or just help. You can even get a friend to co-chair with you.

- Family Orientation Chair
- 1 World International Day Chair
- Book Fair
- School Store
- Popcorn
- Pancake Breakfast
- Evening Events/Forums
- Teacher Appreciation
- Room Mom Coordinator
- Elementary Birthdays
- Jr. Birthdays
- Bingo
- Summer Reading Program

Thank you for all your support to the PTO. We could not do it without you. We need you and you need us.

Katrina Head PTO President