



**WE'RE CRAZY ABOUT SPIRIT SHIRTS!!!**

**ON  
SALE  
NOW!!!**

**THE AMERICAN INTERNATIONAL SCHOOL  
LAGOS NIGERIA**

**THIS WEEKLY  
MARCH 2 2007**

Superintendent's Message:

March 2, 2007

Dear AISL Community,

Thank you so much for a warm welcome back to AISL. Being away for a month was definitely a difficult thing, however, I do wish to thank Mrs. Ethel Trawick & Mr. Terry Burns for their work to make up for my absence. It makes me to appreciate how lucky I am to work with such fine people.

I know that everyone is concerned and focused on the upcoming elections in Nigeria and how it will impact our daily programs. As most of you know I am forever the optimist, yet I know that realistically we need to have contingency plans in place, in case there is a need to adjust to the different situations that may arise.

Beginning next Friday, you will see a series of Instructions in the Friday Newsletter to help us work on a readiness plan of action.

Sincerely,

Thomas Shearer  
Superintendent



## American International School of Lagos

### Board of Directors Elections

Three positions of the Board of Directors will be open for election this year. All AISL Association members are eligible to run for positions on the Board, with certain exceptions including any person who is working at AISL or whose spouse is working at AISL. There are other exceptions listed in the Board of Directors policy 1.300 which is attached.

Persons who are interested in running for one of the open positions should submit a letter of interest along with a passport photo no later than 12:00 noon on **Friday, 30 March**. The letter of interest should include information about your background, qualifications and the reasons that you are interested in serving on the Board. The letter should be submitted to Mrs. Grace Adenusi, Executive Secretary, in the Main Office. A list of candidates, along with a copy of the letters of interest and passport photo will be published in the AISL Weekly newsletter on Friday, 20 April. Only candidates who have submitted a letter of interest by the 30 March deadline will be considered eligible for election. Candidates will have an opportunity to meet with outgoing Board members at 5:30 p.m. on Tuesday, 3<sup>rd</sup> April.

The Annual Association Meeting and Board Election will be held on **Tuesday, 15 May** at 7:00 p.m. in the AISL Gymnasium. The candidates will each present a brief speech about themselves and their interest in serving on the Board as well as participate in a question and answer session. Only Association members present at the meeting will be eligible to vote. The successful candidates will be announced at the close of the meeting.

If you have any questions about becoming a candidate and/or the election process, please contact one of the members of the Nominating Committee. The Committee members are:

1.	Alexia Badnani	-	0803-363-2328
2.	Anu Mahbubani	-	775-0774/0803-456-0789
3.	Nana Dawodu	-	470-4978/0803-305-3648
4.	Ebi Williams	-	0803-435-1636
5.	Marionette Audifferen	-	0802-056-7442
6.	Marion Turner	-	0803-535-2692
7.	Morgan Creeger	-	0802-501-5909
8.	Ekaba Davies	-	0803-313-7155

We hope that many of you will consider this opportunity to serve the School and will come forward as a candidate for the Board.

Thank you,

#### The AISL Board of Directors

##### Attachments:

1. Policy 1.300, Board of Directors
2. Policy 1.504, Responsibilities of the Board of Directors

**Retiring Board Members:** *Mr. Rabi Jarmakani, Mrs. Georgeann Taylor & Mrs. Yolanda Cooper.*

**Continuing Board Members:** *Mrs. Marionette Audifferen, Mr. Michael Bowen, Mrs. Ekaba Davies, Mr. Eric Jackson, Mr. Joe Lunsford, & Mr. Ali Abdi (Consul General's Appointee)*

## BOARD OF DIRECTORS

As outlined in the Memorandum of Association, there shall be nine members on the Board of Directors. The members of the Board of Directors shall be appointed by the subscribers to the Memorandum of Association, except for one member who shall be the appointed representative of the U.S. Ambassador and deemed to be a member of the Association if the appointee does not have a child in the school. This provision recognizes the ongoing support of U.S. Embassy for the school's wellbeing.

At the annual general meeting of the Association, in every year one-third of the Directors for the time being, or, if their number is not three or a multiple of three then the number nearest one-third, shall retire from office. If the U.S. Ambassador's appointee is due to retire from office then the person may be re-appointed for another term at the Ambassador's discretion.

Casual vacancies on the Board of Directors shall be filled by the remaining Directors appointing person(s) from among the members of the Association. Any Director(s) so appointed shall serve through the remainder of the term of the Director(s) whose resignation(s) caused the vacancy(ies). If the U.S. Ambassador's appointee vacates his position on the Board during his term of office the position will be filled by a new appointee nominated by the U.S. Ambassador.

Election procedures:

1. At a meeting of the Board of Directors held prior to the March Board meeting, outgoing members of the Board shall state whether or not they intend to be a candidate for re-election.
2. The Board shall then elect one member, who will not be a candidate for re-election, to serve as Chairman of the Nominating Committee. Another Board member will also serve on the Nominating Committee.
3. The Board shall then select three additional members of the Association to serve on the Nominating Committee.
4. Board members and Nominating Committee members should remain neutral and not campaign for any candidate.

**BOARD OF DIRECTORS CONTINUATION SHEET PAGE 2:**

5. The Nominating Committee will attempt to present a slate of candidates for the Board of Directors of not less than 6 members of the Association in good standing who have stated in writing their qualifications and indicated their willingness to serve if elected.
6. The Nominating Committee will extend the deadline for submission of letters of intent from candidates, if there is not at least one more candidate than positions available.
7. The slate of candidates will be made available to the members of the Association for at least three weeks prior to the election, unless the deadline is extended.
8. The election will be held at a General Meeting held before the 15th day of May in each year.

The Nominating Committee in its deliberations shall take into consideration these general guidelines:

1. In order to maintain continuity of knowledge and processes, the re-nomination of some members of the existing board would be desirable.
2. To avoid possible conflicts of interest, embarrassment and misunderstanding and to portray a healthy balance of the community on the board, nominees in these categories shall be avoided:
  - a. heads of diplomatic missions
  - b. too many individuals from the same segment of the community
  - c. persons likely to have contractual relations with the school

Nominees in these categories shall not be accepted:

- d. teachers regularly engaged at the school,
  - e. spouses of teachers
  - f. anyone engaged or associated with a person in a competing organization
3. In order to ensure availability for Board meetings, persons whose job require frequent or prolonged absences from Lagos should be avoided as nominees.

**BOARD OF DIRECTORS CONTINUATION SHEET: 3**

4. Members in good standing are parents of fully paid up students at AISL.

Newly elected members take office at the last regular/special Board Meeting.

Officers of the Board: The officers of the Board shall consist of the president, the vice-president, the secretary and treasurer. The new officers shall be selected by the Board at the last meeting of the Board of Directors in the current school year.

ADOPTED FEBRUARY 6, 1980  
REVISED NOVEMBER 11, 1981  
REVISED JUNE 10, 1987  
REVISED FEBRUARY 16, 1988  
REVISED JUNE 1, 1988  
REVISED MARCH 14, 2006

## **RESPONSIBILITIES OF THE BOARD OF DIRECTORS**

In the governance role, the Board has all of the duties and responsibilities assigned in the Memorandum and Articles of Association. In addition the Board has a collective as well as individual responsibilities by virtue of being a member.

As a collective body, the Board has the responsibility:

1. to comply with all applicable laws of Nigeria,
2. to establish annual Board and Administration goals in collaboration with the Superintendent as well as regularly review and update the School's Strategic Plan,
3. to contribute to the development and improvement of educational opportunities of all children and youth in the school,
4. to hire and evaluate the Superintendent who will in turn implement the policies of the school,
5. to develop personnel policies, including policies designed to attract, retain, and develop personnel needed to realize the educational objectives of the school,
6. to develop financial policies which will provide the necessary resources to fund the school program,
7. to keep the people of the community intelligently informed about the AISL program,
8. to be sensitive to the educational hopes and aspirations of the AISL community,
9. to appraise the activities of the school in light of the goals or objectives established.

Individually, Board members' are expected to perform within the following guidelines:

1. Attendance:
  - a. Official Board Meetings and Retreats: Board members are expected to attend at least 70% of the regularly-scheduled meetings and should not be absent from more than two consecutive meetings.
  - b. School Events and Functions: Board members should endeavor to attend school events and functions. The intent is to be in-touch and accessible with the community of AISL so to best represent the general interest of the school.
2. Workload: Board members are expected to make themselves available to participate in the various sub-committees formed by the board, actively participate in email and other discussions, and work on board goals and assignments.

**RESPONSIBILITIES OF THE BOARD OF DIRECTORS CONTINUATION SHEET:2**

3. Behavior: Board members should be aware of how their individual behavior may be perceived by the community and be careful not to:
  - a. Show preference to specific staff members of AISL (lobbying for, addressing members of the community on their behalf, etc.)
  - b. Make or endorse statements that may:
    - i. cause disharmony within the Board
    - ii. bring disrepute to the
  - c. Accept any gift of more than a nominal value from:
    - i. any member of staff or their spouse
    - ii. perspective candidates for employment
    - iii. or others that may have or are seeking business with AISL.
  - d. Disrespect the confidentiality of Board Meetings and discussions.
  - e. Utilize their position for personal gain.

Any Board member who is unable to work within the guidelines stated in this policy will not be able to fully support the Board in conducting its business and in representing the general interests of the School. Recognizing that each situation is different, the Board President will be responsible for monitoring adherence to these guidelines by Board members and will work directly with the member to redress the problem. It is expected that, at any point in time during a Board member's tenure, he/she becomes unable or unwilling to meet the attendance and/or workload expectations or adhere to the behavior guidelines, that he/she will voluntarily resign from the Board without delay. If the nature of the violation is sufficient to cause concern that the work of the Board or the interest of the School are being undermined or seriously compromised, the Board President in consultation with other Board members, will initiate proceedings to remove the member from the Board. Initiation for removal proceeding require a 2/3<sup>rd</sup> majority vote of the Board. Removal proceeding are defined in the Articles of Association of the School.

ADOPTED FEBRUARY 6, 1980  
REVISED APRIL 8, 1987  
REVISED JUNE 1, 1988  
REVISED NOVEMBER 17, 1998  
REVISED APRIL 20, 1999  
REVISED FEBRUARY 20, 2007

**NJHS**  
**Meeting**  
**March 6<sup>th</sup> Tuesday**

**All candidates and members need to  
attend.**

**Please sign in by 11:30.**

# PTO NEWS

The PTO coffee scheduled for March 13th has been changed to Tuesday March 27<sup>th</sup> at noon. We will be holding our PTO board elections at that time as well as taking recommendations for our donation to the school. Be sure to let a present board member know your interest in being a candidate for the elections. Alternatively, you can contact Sabina Asnani or Marion Taylor.



BINGO takes place on Saturday, March 24, 2007. The doors open at 5:30 p.m.

In addition to the great prizes to be won playing bingo, there will be some fantastic raffles prizes. Since Bingo takes place during the International Trips, raffle tickets will be available for sale 2 weeks prior to bingo. The students who are on the international trips will not have to be present to win. Tickets will cost 100 Naira each. More information to be published in future newsletters.

American International School of  
Lagos  
Behind 1004 Federal Estates  
Victoria Island, Lagos  
Nigeria

AI SL PHONE:  
+234.1.261.7793

AI SL FAX:  
+234.1.261.7794

Mr. Westerbur:  
+234.0802.844.2476

### Important Dates!

- ◆ 1 Mar. @ 6:30PM  
Meeting to discuss  
travel logistics,  
luggage, shopping,  
etc.
- ◆ 14 Mar. @ 6:00PM  
Luggage pre-check
- ◆ 16 Mar. @ 4:30PM  
Depart for WashDC

### Chaperones:

Jason Westerbur  
Terry Burns  
Ebele Mbanugo  
Jimmy Mecca  
Marne Burns  
Anne Mathers  
Kathryn Fannin  
Nancy Massey  
Niekpe Inoyo

*Thank you!*



WashDC Info at:

[www.washingtondckids.com/](http://www.washingtondckids.com/)

[www.washington.org](http://www.washington.org)

Email: [tburns@aislagos.com](mailto:tburns@aislagos.com) (Mr. Burns)  
[jwesterbur@aislagos.com](mailto:jwesterbur@aislagos.com) (Mr. Westerbur)  
[jmecca@aislagos.com](mailto:jmecca@aislagos.com) (Mr. Mecca)  
[emwankwo@aislagos.com](mailto:emwankwo@aislagos.com) (Mrs. Nwankwo)



## Thank You Parents!

Thank you to all Washington DC'rs who have provided the proper paperwork and photocopies of passports (student and parents), US Visas, Nigerian Re-entry Visas, and Transit Visas, shot records, medical insurance and Cerpac residence card.

If you have yet to provide Mr. Westerbur with photocopies of any of the above mentioned items, please provide these copies immediately.

Thank you for attending last night's "Final Details" meeting. It was very informative and many important questions were answered. If you missed the meeting I have sent home the agenda for the meeting, trip itinerary, and packing list with the students. Make sure to ask to see it. If you have any questions, please feel free to visit Mr. Westerbur in room 315 or email Mr. Westerbur at above address.

**PRE-CHECK IN Wed. 14, 6:00 in Gym**

## Washington DC Classes

**All DC'rs must attend!!!**

**Class Schedule: Time: 3:30 – 4:30**  
Monday 5 March, Wednesday 7 March  
Monday 12 March, Wednesday 14 March

### Study Tables:

If your child needs a safe place to work on homework before their DC class, he/she may come to Mr. Westerbur's room (Rm. 313) with homework and snacks.

**Monday Study Tables:**

**2:30 – 3:30**

**Wednesday Study Tables:**

**2:30 – 3:30**

## Website

The Washington DC website is up and running. **Check it out!**

<http://www.getjealous.com/aisl/washington>

Parents! You can use this website to communicate with your child. To type a message, click on the Message Board tab and follow the directions on the page.

During our trip we will be updating you daily on the days events and posting messages from students to you.

Try it out, bookmark it, and check it often.

Thanks Mr. Mecca for all of your hard work and effort on this project.



## **Packing List-Boys**

1 Suitcase (within airline specifications- not to exceed 50 lbs.)  
Backpack (for airline carry on and day use)  
Underwear  
Socks  
Comfortable walking shoes (closed toe, sneakers are fine)  
Dress shoes  
Sandals or flip-flops  
Tie (optional)  
Casual hat  
Blue Jeans  
Slacks or chinos  
Belt  
T shirts  
Collared casual shirts  
Collared dress shirts  
Shorts  
Bathing Suit  
Sweater or sweatshirt  
Sweatpants  
Windproof/rainproof jacket  
Sports coat or suit (optional)  
Pajamas/sleeping attire

### **Toiletries**

Toothbrush (3 oz. if bringing in carry-on)  
Shampoo (3 oz. if bringing in carry-on)  
Soap  
Hair brush/comb  
Toothpaste (3 oz. if bringing in carry-on)  
Deodorant (3 oz. if bringing in carry-on)  
Contact lens supplies (if necessary)  
Prescription Medication  
*Remember: No sharp objects in carry-on baggage*

### **Miscellaneous**

Passport  
Money 5 Envelopes: LOS (Naira), AMS (x2) (Euro or Dollars), WashDC (bulk of Money to be put in this envelop), IAD (Dollars), Bills of \$20 (USD) To cover duty free, airport food/snack, lunch/dinner  
(1) Williamsburg/WashDC/Mall souvenirs  
Cameras (labeled with name)/ extra film if not disposable  
Eyeglasses plus extra pair if necessary  
Journal/pen/markers/pencils/small pouch for carrying supplies  
Cell Phone or Phone calling card (optional)  
Water Bottle/Canteen (Unless you plan on purchasing bottled water daily)  
Portable Umbrella

### **Notes**

Layering of clothing is essential. Be prepared to add or remove clothing as weather changes  
Jewelry and electronics, as well as other valuable or fragile objects, should be left at home  
Please bring at least one camera with extra film in carry on for first touring day  
Make sure your luggage meets airline specifications- generally checked bags should not exceed 50 pounds  
Pack medications and other valuables in carry on bag in case of lost luggage situations



## **Packing List-Girls**

1 Suitcase (within airline specifications- not to exceed 50 lbs.)  
Backpack (for airline carry on and day use)  
Underwear  
Socks/hosiery  
Comfortable walking shoes (closed toe, sneakers are fine)  
Dress shoes  
Sandals or flip-flops  
Dress clothes (dress or skirt/blouse combination)  
Casual hat  
Blue Jeans  
Slacks or chinos  
Belt  
T shirts  
Casual collared shirts  
Shorts/skirts  
Bathing Suit  
Bathing cap  
Sweater or sweatshirt  
Sweatpants  
Windproof/rainproof jacket  
Pajamas/sleeping attire

### **Toiletries**

Toothbrush (3 oz. if bringing in carry-on)  
Shampoo (3 oz. if bringing in carry-on)  
Soap  
Hair brush/comb  
Toothpaste (3 oz. if bringing in carry-on)  
Deodorant (3 oz. if bringing in carry-on)  
Feminine hygiene products  
Contact lens supplies (if necessary)  
Prescription Medication (may want to be given to chaperone for distribution)  
*Remember: No sharp objects in carry-on baggage*

### **Miscellaneous**

Passport  
Money 5 Envelopes: LOS (Naira), AMS (x2) (Euro or Dollars), WashDC (bulk of Money to be put in this envelop), IAD (Dollars), Bills of \$20 (USD) To cover duty free, airport food/snack, lunch/dinner (1)  
Williamsburg/WashDC/Mall souvenirs  
Cameras (labeled with name)/ extra film  
Eyeglasses plus extra pair if necessary  
Journal/pen/markers  
Cell Phone or Phone calling card (optional)  
Water Bottle/Canteen (Unless you plan on purchasing bottled water daily)  
Portable Umbrella

### **Notes**

Layering of clothing is essential. Be prepared to add or remove clothing as weather changes  
Jewelry and electronics, as well as other valuable or fragile objects, should be left at home  
Please bring at least one camera with extra film in carry on for first touring day  
Make sure your luggage meets airline specifications- generally checked bags should not exceed 50 pounds  
Pack medications and other valuables in carry on bag in case of lost luggage situations

*And the Winner is.....  
Nicola Halliday*



*Tour of Italy  
2007*

*Nicola models  
her winning  
T-Shirt Design*

*All students  
will proudly  
wear this as  
they tour Italy.*

*19 Days and  
Counting.....*





Girl Scouts.

# ANNOUNCING THE GIRL SCOUT FATHER-DAUGHTER DANCE



*Friday, March 16, 2007 - 6:30PM*

*Nirvana Lounge*

*Dress is Semi-Formal*

*Tickets Available at your next Girl Scout Meeting*

*Price: 3,500 Naira*

*(Only Dad's need tickets, Girl Scouts are FREE!)*

*Tickets will also be sold on Tuesday, March 6 from 1:30 - 3:30 in the courtyard.  
Contact Rebecca Randall at (01)366-7667 for more information.*

# Saturday Baseball Update



AI SL parents,

Game times for this weekend, March 3rd 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 10th 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
3-Mar	Saturday	8:00 - 9:15	<u>T-Ball</u> Brewers vs Royals	<u>Bantam</u> White Sox vs. Indians	<u>T-Ball</u> Tigers vs. Cardinals
		9:30 - 10:45		<u>Bantam</u> Twins vs. Marlins	<u>Minor</u> Nationals vs. Reds
Week 6		11:00 - 12:15		<u>Mustang</u> Phillies vs. Cubs	<u>Minor</u> Red Sox vs. Rockies
		12:30 - 1:45		<u>Pony</u> Rangers vs. Astros	<u>Little</u> Blue Jays vs. Mariners
		2:00 - 3:15			



## AISL Elementary Student Council sponsors a T-Shirt Sale!

SALE BEGINS THIS MONDAY, THE 5<sup>TH</sup> OF MARCH

**IMPORTANT: Shirts must be air-dried to maintain its quality, particularly the printed words in ink.**

Do you like the t-shirts on the cover of the newsletter?

Would you like a chance to wear a new shirt on Fridays that has been **approved by our superintendent as appropriate school wear?**

Do you like the colors red, yellow, or blue?

**If you answered yes to any of the above questions, now is your chance to purchase a brand new AISL t-shirt! We have t-shirts for adults as well!**

Here's what you do.

1. Student and teacher names should be written on the line below.
2. Choose a color: red, blue, or yellow.
3. Choose a size: YOUTH = small, medium, and large and ADULT = large and extra large
4. Include 1500 naira per shirt. (NO DOLLARS, PLEASE!)
5. Bring bottom portion of form and money back to your teacher by Thursday, March 8th.

T-shirts will be delivered to the classrooms on Friday, March 9th, 2007.

✂ -----  
-

Student name \_\_\_\_\_

Teacher name \_\_\_\_\_

Circle the color:      RED                      BLUE                      YELLOW

Circle the size:      YOUTH SMALL      YOUTH MEDIUM      YOUTH LARGE

ADULT LARGE      ADULT EXTRA LARGE

***Send this form, along with 1500 naira per t-shirt, back to your child's teacher by Thursday, March 8th.***