

## Message from the Superintendent

Dear AISL Community,

“The primary purpose of the American International school of Lagos is to serve the needs of the international community of Lagos. We are a coeducational and non-sectarian institution that welcomes students of all nationalities, races, religions, and cultures. We recognize the value of diversity of our school. The admissions policies are designed to maintain an appropriate balance of diversity, as well as preserve our fundamental identity as an American international school.”  
(Statement of Purpose Policy 3.000)

For the past few months the Board of Directors and the Administration has extensively reviewed the admissions policies that impact student enrollment. Through the hard work of many, a new revised and more comprehensive Admissions Policy was recently adopted by the Board of Directors that goes into effect immediately. The impact of this policy does not impact students currently enrolled, however the new policy and admissions priorities will impact future enrollment for those currently on the waiting list and new families that are coming to Lagos wanting to enroll. The Board of Directors with the assistance of an outside consultant reviewed current practices, compared our documents and process to those of other exemplary schools throughout the world, and reviewed data from the last 5 years of enrollment. Included in this news letter are the revised policies that have been approved and are now in place.

I have included in this newsletter, the revised and adopted Policies that are related to Admissions for you to read at your convenience. If you have any questions or concerns, please free to contact me.

Thanks  
Thomas P. Shearer  
Superintendent

## Parents of High School Students

The midterm for Semester 2 ends on March 11. Please check with your student and check Edline to make sure all tests, quizzes, assignments, projects, and homework has been completed and turned in. It is up to the teacher if he or she will accept late work. Your student's Midterm Report Card will come home with your student on March 15. Please let Mrs. Obaide, Registrar, know if you do not receive it.

Mr. Phipps has included information for upcoming High School Parent Nights in this newsletter. If you are a parent of a student going to grade 9 next year, or have a student in grade 9, 10, or 11 this year you will want to attend. Please let Mr. Phipps or Sharon Schauss know if you have any questions.

Also, from time to time staff have not always received e-mails that parents have sent. Communicating with you is very important to us. If you have sent an e-mail and have not heard back from the person - please call the main phone number and a message will be taken for the teacher, or resend your e-mail. Staff work very hard to respond to all parent e-mails within 24 hours. Please let Mrs. Schauss know if you need assistance.

### Upcoming Events

February 26, Saturday

- Saturday Baseball
- Girl Scout Thinking Day  
9:00-2:00 pm, Gym

March 5, Saturday

- Saturday Baseball
- Karate Tournament  
8:00-3:00pm, Gym
- MS Basketball Tournament  
9:00-5:00pm, Sports Court

Check <http://aislagos.org> for the Most current News, or [www.edline.net/pages/aisl](http://www.edline.net/pages/aisl) for Classroom Information

### Important Contacts

Thomas Shearer  
01-776-4535  
Sharon Schauss  
01-776-4532  
Lauri Klancke  
01-776-4512  
Justin Smith  
01-776-4526  
Ebele Mbanugo  
01-776-4539  
John Stewart  
01-776-4531  
Gaye Lantz  
01-776-4536

## Attention Space Campers!

The student meeting next week has been changed. We will be meeting in Ms. Carnahan's room on THURSDAY, MARCH 3rd, at 2:20. ALL students attending Space Camp must be there. You will be meeting with your chaperone and getting very important information about camp. Only 14 days until take off!



## Swimming

AISL Swim Club Practice will be two hours later than normal this Saturday. Everyone will be practicing at 3:30 on Wednesday, March 2, and for the most updated calendar please check the bulletin board by the school.

## E-mail Communications with Parents

From time to time staff have not always received e-mails that parents have sent. While we continue to look into why e-mails are being 'bounced' or 'filtered', the school currently does not fully understand what is causing this issue. Communicating with you is very important to us. If you have sent an e-mail and have not heard back from the person you sent the message to- please call the school (and a message will be taken for the teacher, or resend your e-mail. If you have not heard back from a teacher within 48 hours, your message has most likely not made it into the teacher's inbox. Please let us know if this is happening to you.



Did you know?

Research says that a volunteer cost \$20. 85 an hour. If we do the math, our Run For a Cure planning committee has saved the cause well over \$13,000 just in their time and effort alone. For this, we cannot say enough thanks to:

Shirley Morello  
Becky Bejer  
Paulette Sarghos  
Virginie Kontchou  
Deborah Williams

Jennifer McGeoch  
Shannon Smith  
Bridget Malveaux  
Safietou Wane  
Tonya Oaks

Sue Stewart  
Onari Duke  
Linda Brittingham  
Felix Ikenweji

Please join the race committee, and hundreds of others, on March 19, 2011, as we turn the breast cancer mortality rate into the survival rate.

Early registration ends March 11.



## 2011 Saturday Baseball Season

26-Feb-11		Field 1		Field 2		Field 3		Field 4		No Game
Start	Finish	Home	Away	Home	Away	Home	Away	Home	Away	
11:30	12:45	Royals	Cardinals	Twins	Indians			Athletics	White Sox	
13:00	14:15			Reds	Mets			Red Sox	Rockies	
14:30	15:45			Blue Jays	Pirates			Cubs	Rays	Mariners
16:00	17:15			Astros	Rangers			Orioles	Phillies	

**Saturday, Feb. 26th, is the fifth game day of the 2011 Baseball season.**

### Notes:

1. Games start at 11:30 AM due to sanitation period.
2. The current schedule of games for each week can be found on the AISL Saturday Baseball/Softball Website (address below).

**Team Rosters:** Teams are posted on the AISL Saturday Baseball/Softball Website (address below).

**Practices:** Practice times are posted on the AISL Saturday Baseball/Softball Website (address below).

**Rain:** In case of rain, please see the Website (address below) after 10:30 am for information on game cancellations or contact a league commissioner (contacts below).

**Water:** Please ensure your child comes to games & practices with water to drink.

**Equipment:** The league will supply uniforms, bats, balls and protective equipment such as batting helmets. However, the league **will not supply baseball gloves** or suitable footwear (Molded rubber cleats are recommended. Metal cleats are not allowed).

**Questions:** Direct your questions to any of the following league commissioners:

Greg Nunes: Email: [gtnunes@hotmail.com](mailto:gtnunes@hotmail.com); Cell: 08088988944

Freddy Valbuena: Email: [freddyavr@hotmail.com](mailto:freddyavr@hotmail.com); Cell: 07035418750

**See the Saturday Baseball Website:** <http://sites.google.com/site/aislsaturdaybaseball>

## Music in the Air

The American International School of Lagos is proud to host the 2nd annual "Music in the Air" Festival that will be held at the residence of the US Consul General on March 26th, 2011.

This event will feature our very own Symphonic band and the award winning octet VOCES8 from Great Britain. Tickets for this event will go on sale on Monday, February 28th, 2011. Seating is limited to 400 people and tickets are being sold in tables of 10 seats. Cost for a table is N150,000. Tickets can only be purchased at the AISL Business Office and will be sold on a first come first serve basis. If last year's event was any indication, the event will be sold out quickly. I encourage you to purchase tickets early if you plan to attend. It is an extremely impressive event and one that you don't want to miss.

Looking forward to a great event!

Tom

## HIGH SCHOOL SUBJECT SELECTIONS FOR 2011/12

Dear parents of students in grades 8 – 11.

The subject selections for next year will be taking place in the very near future. For students who are presently in Grades 9 and 11 they do not have to choose a different program and they will complete their subject selection during their scholar sessions. Parent attendance is not required. Parents, however, are very welcome to meet with Mr. Phipps individually if they have any queries or if specific changes to a student's academic program needs to be made.

**MARCH 07:** Subject selection during scholars: Grade 9 going into Grade 10 (*students only required*)

**MARCH 14:** Subject selection during scholars: Grade 11 going into grade 12 (*students only required*)

For students presently in Grades 8 or Grade 10 the situation is a little different as they may have more questions to be answered before informed subject selections and decisions about academic pathways can be made. For this reason we will be holding three information evenings.

1. International Baccalaureate Information evening
2. Grade 8 to grade 9 subject selection evening
3. Grade 10 to grade 11 subject selection evening

Please make sure that you are aware of the following dates so that you can make time to be a part of these important decision making events with your children.

**MARCH 8: IB information evening:** All Students and parents from grades 8 through to grade 11 are urged to attend this meeting. Come and find out about the most rigorous academic program that AISL offers and have the opportunity to ask questions to the Principal, IB Coordinator, Teachers and Counselor.

*Start time: 6:30pm – 8:30pm Venue: AISL Gym.*

- 6:30 – 7:15 IB information: IB Coordinator
- 7:20 – 7:40 Session 1 Small group forum with subject group teachers
- 7:45 – 8:05 Session 2 Small group forum with subject group teachers
- 8:10 – 8:30 Session 3 Small group forum with subject group teachers

**MARCH 10: Subject selection evening** for students presently in Grade 8 who are heading into grade 9. All Grade 8 students and parents are urged to attend this meeting to hear about High School academic pathways, expectations, transition issues and subject selection. Students will complete the Grade 9 Subject selection form at the conclusion of this evening.

*Start time: 6:30pm – 8:30pm Venue: AISL Gym.*

**MARCH 17: Subject selection evening** for students presently in Grade 10 who are heading into grade 11. All Grade 10 students and parents are urged to attend this meeting to hear about Grade 11 and 12 academic pathways (IB Diploma, Certificates or AISL Diploma), expectations, transition issues and subject selection. Students will complete the Grade 11 Subject selection form at the conclusion of this evening. Please note that this is NOT the IB Information evening. Parents with IB specific questions are urged to attend the March 8 IB Information evening.

*Start time: 6:30pm – 8:30pm Venue: AISL Gym.*

If you have any questions before, after or even for the sessions, please do not hesitate to contact Barry Phipps [bhipps@aislagos.com](mailto:bhipps@aislagos.com) (HS Counselor)

# SMALLER WORLD

PRESENTS

## “GO GREEN”



**WHAT IS SMALLER WORLD?:** The first and biggest show in Lagos for children by children! A chance for all children (aged 6 to 17) of all nationalities living in Lagos to get together, perform and raise money for Nigerian charities.

### WHERE & WHEN :

VENUE: Eko Hotel, V.I.

PERFORMANCE: Saturday, 26 March

3pm – doors open; 3.30pm **prompt** – show starts; 5.30pm – closing time

**TICKET COST:** 3 000 Naira per person (includes light snack and refreshments after the performances)

**PLEASE NOTE:** No under 3s AND no nannies

**TICKET SALES (CASH ONLY):** V.I: Ria Mastoroudes 0802-290-7800;

Ikoyi: Dimple Pagarani 0709-067-8820. **ONLY 1000 TICKETS AVAILABLE!**

For any additional information, OR **if you would like to take part in the opening song and/or closing flag parade** please contact:

Marianne Terblanche: 0808-643-7683 /

smallerworld@mweb.co.za

Sujata Lulla: 01 776 0600 / 0806-214-9976 / sujsl@aol.com



February 18, 2011

### **CONTINGENCY PLAN OF ACTION**

We all are concerned with the possibility of sporadic school closure in the month of April due to events that will be beyond our control.

After discussing this issue at length and trying to take into account the many different factors that may impact the AISL community, the Plan of Action for temporary closure is to communicate school closure through email and through our website. For any unexpected closure up to the first five (5) days used, teachers will use the school website (<http://www.edline.net/pages/aisl>) to communicate students schoolwork. Students/Parents would be expected to check the website to keep up with posted assignments. While the campus remains closed, teachers and students would use the website to keep up to date on schoolwork. Edline will be updated daily during these five (5) days.

If the school is forced to close beyond five (5) days, AISL will begin to add days into the remaining school year calendar. These added days will be Saturday (May 7<sup>th</sup>, May 14<sup>th</sup>, May 21<sup>st</sup>, and May 28<sup>th</sup>) to make up instructional time for days lost beyond the initial five (5) days due to temporary closure. School will be held from 7:30am – 12:00 noon on these make up days. In addition AISL will reduce the Specialist time for each grade level to allow core teachers more instructional time with Reading, Language Arts, Math, and Social Studies.

If in fact, there is a need to make up more days beyond the Saturday makeup days then we will need to extend the school year beyond June 2<sup>nd</sup>. If necessary, the extending dates will commence on June 3<sup>rd</sup> until such time that 175 school days have been achieved.

### **Specific to High School**

International Baccalaureate Exams – Graduating seniors. IB Coursework, labs, internal assessments will be completed by March 31, 2011. The month of April is a time for students to review materials they will need to know for the exam. This review is done under the direction of the IB Teachers.

Should a temporary closure occur, the IB teachers will post their review materials on Edline and will give students a paper copy of all review materials to students by March 31<sup>st</sup>. Teachers will be available to students by email for questions.

Of course we hope that the school will proceed as planned, however, I felt it was important to share this information so as to assure you there is a plan of action in place to deal with unexpected disruptions.

Sincerely,

Thomas Shearer  
Superintendent

*Tickets On Sale!*

# *Music In the Air*

Saturday, March 26th, 6:30 - 10:30pm

U.S. Consulate General Residence

The International Award Winning a Cappella Ensemble  
and the **AIS** *Symphonic Band.*



The group has established itself at the forefront of British a cappella performing repertoire ranging from early polyphony to unique jazz and pop arrangements. VOCES8 tours internationally and has released two albums in 2010, *Aces High*, and most recently, *JS Bach's Motets*.

**We are pleased to offer you the opportunity to purchase tickets by tables at the AIS office. Tables of 10 are available for purchase for a cost of N15,000 per person.**

*Complimentary Heineken Beer.*

Complimentary champagne, red and white wine on each table.

**Grand Raffle**

*Bring your own elegant picnic to tables set in the candlelit garden and relax as music drifts in the evening air...*

**Champagne Bar**

**Heineken Bar**

## **STATEMENT OF PURPOSE**

The primary purpose of the American International School of Lagos is to serve the educational needs of the international community of Lagos. We are a coeducational and non-sectarian institution that welcomes students of all nationalities, races, religions and cultures. We recognize the value of the diversity of the school and the admission policies are designed to maintain an appropriate balance of diversity and preserve our fundamental identity as an American International school.

## **ADMISSIONS PRIORITY**

Our admissions priorities are guided by our founding mission to serve the educational needs of children of Americans and other foreign nationals on temporary assignment in Lagos. Applicants are classified by the following Categories with priority for admission given in that order.

1. Dependents of US State Department and Consular employees, AISL overseas hire faculty and staff, and Special Assessment companies.
2. Dependents of Guaranteed Enrollment Plan companies
3. Dependents of US citizens who are on expatriate assignment in Nigeria
4. Dependents of non-US citizens who are on expatriate assignment in Nigeria
5. Siblings and previously enrolled students
6. Dependents of US citizens who are permanent residents of Nigeria
7. Dependents of non-US citizens who are permanent residents of Nigeria

In order to ensure the international character of our student body, to maintain an appropriate balance and preserve the fundamental identity of the school, we will limit the enrollment of any single nationality group to fewer than 30% (except US Citizens on temporary assignment in Lagos).

ADOPTED FEBRUARY 6 1980  
REVISED AUGUST 27, 1980  
REVISED MAY 13, 1981  
REVISED MARCH 9, 1983  
REVISED APRIL 27, 1983  
REVISED JUNE 10, 1987  
REVISED JUNE 31, 1988  
REVISED MAY 17, 1989  
REVISED APRIL 18, 1991  
REVISED APRIL 23, 1996  
REVISED MAY 17, 2000  
REVISED MAY 24, 2005  
REVISED MAY 29, 2006  
REVISED MARCH 20, 2007  
REVISED MAY 22, 2008  
REVISED SEPTEMBER 29, 2009  
REVISED FEBRUARY 22, 2011

## **ADMISSION OF STUDENTS ON WAITING LIST**

When the number of eligible applicants exceeds the availability of spaces for a particular grade, year, or program, students may be placed on a waiting list until space becomes available.

Only applicants who have fulfilled all of the application requirements are eligible for the waiting list. The Admissions Category of the student and the date of the completed application determine the applicant's position on the wait list. When filling an available space, the school reserves the right to also consider other factors, including the diversity balance of the school and the student's educational/language support requirements.

It is the responsibility of the parent/guardian of the student(s) on the waiting list to check with the school at least every sixty (60) days regarding admission of their child to the regular school program. Failure to do this will result in the child's name being dropped from the active list.

ADOPTED FEBRUARY 6, 1980  
REVISED FEBRUARY 11, 1981  
REVISED MARCH 9, 1983  
REVISED JUNE 10, 1987  
REVISED MAY 22, 1991  
REVISED FEBRUARY 22, 2011

## **ADMISSIONS REQUIREMENTS/STUDENT PLACEMENT**

All students applying to AISL must meet the school's entrance requirements irrespective of priority category or guaranteed enrollment status. These requirements include satisfactory progress in prior school(s) and screening examinations when appropriate. AISL reserves the right to assess all applicants and to deny admission to any student who does not meet the defined entrance requirements.

Students coming from Accredited State-side schools or other American accredited curriculum schools will gain admission based upon official records from the previous school, which show they have been succeeding at or above the average of their classmates. Students whose records give insufficient information or show areas of specific concern may be required to sit for further admissions screening prior to an admission's decision being made. Additional screening tests will only take place once all previous required documentation has been received and reviewed. AISL reserves the right to assess all applicants.

*See Policy 3.103 Grade-Level Admissions Determination for more specific requirements.*

### **Student Support Services**

AISL does not have special classes, staff or resources to provide educational support for students with moderate to severe learning difficulties. This includes students that have been identified as eligible for special education services, as well as students who have been identified as having Specific Learning Disabilities (SLD), Emotional or Behavioral Disabilities (EBD), Mild/Moderate/Severe Intellectual Disability, Auditory Impairment or Visual Impairment. Due to the limited resources in this area, AISL reserves the right to deny admission to students who have demonstrable special learning, behavioral and/or emotional needs.

AISL may provide student support services for AISL students who meet our entrance criteria, but are not meeting AISL grade-level standards. Elementary students who are granted admission, but are identified as needing Academic or English Language support, will be required to follow programs in these areas as defined and provided by the school. Middle/High School students who are granted admission, but are identified as needing English Language support, will be required to follow the programs in this area defined and provided by the school. Families will be charged for these services. Fees will be determined by AISL administration and are dependent on the level of support provided.

### **Students Requiring English Language Support ( ELL)**

Non-native speakers of English who are not fluent in English may be admitted if space is available in the ELL (English Language Learners) program. In the secondary school, admission to the ELL program is dependent upon the applicant's ability to achieve a sufficient score on the English language placement examination that will give him/her

every chance of successfully completing the ELL program by the end of Grade 10. It must be understood that to matriculate to grade 11, an ELL student must read and write at a 10th grade level, based on standardized testing undertaken at AISL.

*Please refer to the Student Support Guidelines for an outline of the grade reporting criteria.*

*When the Learning Support and/or English Language Learner programs reach capacity in any given school year, new applicants requiring these services may be denied admission irrespective of priority category or guaranteed enrollment status.*

ADOPTED FEBRUARY 6, 1980  
REVISED JANUARY 14, 1997  
REVISED MAY 22, 2008  
REVISED FEBRUARY 22, 2011

## **GRADE LEVEL PLACEMENT AND ADMISSION REQUIREMENTS**

Grade placement is based upon age, education needs, and social/emotional maturity. Students should be no more than one year older or younger than the average for their grade and must have every opportunity to successfully satisfy AISL graduation requirements before their 20th birthday.

Students who have successfully completed a grade level at a school that uses a January – December academic calendar year, will be placed in the grade they have just completed if they are being admitted during Semester 2.

### **Admission to Pre-Kindergarten**

Admission to the Pre-Kindergarten is determined by age and through assessment of the applicant's readiness to benefit from the AISL Pre-Kindergarten program. To meet the age requirement, applicants must be four-years old on or before August 31<sup>st</sup> for the school year they wish to enroll.

### **Admission to Kindergarten**

Admission to Kindergarten is determined by the age and through assessment of the applicant's readiness to benefit from the AISL Kindergarten program. To meet the age requirement, applicants must be five-years old on or before August 31<sup>st</sup> of the year they wish to enroll.

### **Admission to Grade 1**

Admission to first grade is determined by age, readiness and AISL assessment. To meet the age requirement, applicants must be six-years old on or before August 31<sup>st</sup> of the school year they wish to enroll and/or successfully completed the AISL kindergarten program or its equivalent, as determined by AISL.

### **Admission to Grades 2-5**

Admission to the Elementary School in Grades 2 – 5 is generally based on previous school records and AISL assessment results. Students who have attended a school with an American or similar curriculum will be placed in the grade following the highest grade successfully completed. AISL reserves the right to place students in the appropriate grade based on previous school records, assessment results, and age appropriateness.

### **Admission to Middle School**

Admission to Middle School in Grades 6, 7 and 8 is based on previous school records and AISL assessment results. Students who have attended a school with an American or similar curriculum will be placed in the grade following the highest grade successfully completed. Diagnostic tests in some subject areas such as Math, French and Spanish may be given to determine placement in appropriate subject levels.

## **Admission to High School**

Secondary students wishing to be considered for admission to AISL must be in a position to successfully complete a college preparatory academic program in order to earn the AISL diploma. For entry into the IB Diploma Program in Grade 11, students must demonstrate appropriate advanced proficiency in writing, reading and mathematics. All academic and non-academic requirements must be able to be achieved before a student's 20<sup>th</sup> birthday.

High school students are placed in a particular grade at the beginning of the academic year based on the number of credits earned toward graduation.

## **Number of High School Credits and Class Placement**

The high school counselor will determine credit allocation, appropriate grade, and class placement through a careful review of school records for students coming from schools that use grading and evaluation systems that differ from those used at AISL.

Below 6 credits	(including 1 in English and Math)	9 <sup>th</sup> Grade (Freshman)
6 to 11.5 credits	(including 2 in English and Math)	10 <sup>th</sup> Grade (Sophomore)
12 to 17.5 credits	(including 3 in English and Math)	11 <sup>th</sup> Grade (Junior)
18 + credits	(including 4 in English and Math)	12 <sup>th</sup> Grade (Senior)

Note: Students must earn a total of twenty-four (24) credits and complete 75 community service hours in order to graduate with an AISL Diploma. (Policy 2.5)

## **Deadline for High School Enrollment Credit**

Students in grades 9-12 who enroll at AISL after the 15<sup>th</sup> day of the semester may not receive credit, unless the student is transferring into AISL from an accredited high school. Students must provide current semester withdrawal information with current grades prior to admission for review.

ADOPTED FEBRUARY 6, 1980  
REVISED APRIL 15, 1989  
REVISED APRIL 27, 1994  
REVISED FEBRUARY 15, 2000  
REVISED MAY 22, 2008  
REVISED FEBRUARY 22, 2011