

**Minutes**  
**International School of Krakow**  
**Board of Trustees Open Meeting**  
**September 16, 2015, 5:30p.m.**  
**ISK, Lusina**

Present: Walter Braunohler (chair), Jeff DiFazio, David Cummings, Allen Haberberg, Kara McDonald, Waclaw Sierek, Katrin Sobik, and Jörg von Weiler  
Absent: Magdalena Figas-Brzeska, Mamie Heard ISK Director  
Present ex-officio: Erik Lutley (ISK acting director) and SLT member Brett Elkei, Sue Mleczko (EY coordinator) , Małgorzata Gonet-Mrocza (recruitment director), Piotr Buczkowicz (ISK business manager), Elizabeth Caruso and Barbara Kotarba-Korta (note-taker)  
Visitors: parents Nancy McElfresh and Beata Ponurski

- 1) **CALL TO ORDER:** Establishment of Quorum – Walter Braunohler  
The meeting was called to order by the chair after verification of a quorum (eight Board members present). The Chair welcomed all participants and spoke briefly about himself and his role on the Board.
  
- 2) **EXECUTIVE REPORTS:**
  - a) Director’s Report (attached)  
In the absence of the Director, Acting Director Erik Lutley reported to the Board on the school issues. He spoke of the big influx of new students and the challenges it created. Brett Elkei spoke of splitting grade 3 and he complemented the school staff for being the strongest team the school has ever had. There is lot’s of collaborative work among teachers and grades. Sue Mleczko spoke of Early Years improvement and taking the Reggio Emilia approach and giving up international curriculum at Early years. There are new teaching assistants with great skills, there is a new playground, students are loving it. Erik Lutley spoke of programs at school such as child protection, peer mediation, in-service learning, learning support program, etc. Malgorzata Gonet Mrocza spoke of the recruitment, There are currently 256 students and there are some parents who have decided for the waiting list because the school’s policy is maximum 22 students per class.
  
- 3) **PTA REPORT (attached)**  
Heather Emerick spoke of the new steering committee of the PTA. The new PTA team will build on the strengths of the former PTA and will try to improve things that may need improvement and will look at doing things differently. The financial report was presented.
  
- 4) **REFLECTION from Board members**  
The Board members spoke briefly of their role on the Board and presented themselves to the visitors.  
The meeting adjourned at 6:00p.m. and was followed by an executive session/



#1 Agenda



Att # 4 PTA Report



Att 3 Admissions



Att. # 2

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