

**Minutes**  
**International School of Krakow**  
**Board of Trustees Open Meeting**  
**October 13, 2015, 5:30p.m.**  
**ISK, Lusina**

Present: Walter Braunohler (chair), Emilia Bennaars, Jeff DiFazio, Magdalena Figas-Brzeska, Allen Haberberg, Waclaw Sierek, Katrin Sobik, and Jörg von Weiler

Absent: David Cummings, Mamie Heard ISK Director

Present ex-officio: Erik Lutley (ISK acting director) and SLT member Brett Elkei, Sue Mleczo (EY coordinator) , Małgorzata Gonet-Mrocza (recruitment director), Piotr Buczkowicz (ISK business manager), Katarzyna Tymczak and Kimberley Lear (teachers reps), and Barbara Kotarba-Korta (note-taker)

- 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).
  
- 2) **EXECUTIVE REPORTS:**
  - a) Director’s Report presented by Erik Lutley (attached)

Early Years – Sue Mleczo

The first integrated project inspired by the Reggio Emilia approach took place in the Abbott House this past month. The goal of the project was to experience creativity and collaboration; the children in Early Years A, Early Years B and Grade Zero first read together “The Dot” by Peter H. Reynolds, and afterwards painted a mural together. This project is displayed in the Abbott House stairway. The Abbott House students took their first field trip of the school year to the Grotoska Theater to attend a performance of Little Red Riding Hood. The excitement of this event was increased by the surprise fire drill evacuation conducted by the Krakow Fire Department in the theater. This was beneficial practice for the students and staff.

Elementary School – Brett Elkei

The Elementary School is holding to their promise to take more field trips this year. On October 19th, 20th, and 21st Grades 0 - 5 will be visiting the Barycz Landfill and Recycling Center to see what happens to our trash. Later, in November, Grades 3 - 5 will travel to the Krakow Aviation Museum to visit the Max Planck Science Tunnel exhibition, which is traveling here from Germany. The second of our all-Elementary assemblies were held on Friday, October 2nd. During this assembly, the theme for August and September were reviewed, which was respect; and Grade 5 students introduced the theme for October - Reflection. These meetings are helping to build a great sense of community within the Elementary school.

Secondary School – Erik Lutley

The 11th-grade students traveled to Prague last week for a CAS (Creativity, Activity,

Service) trip as part of their IB curriculum . The 3-day trip was designed to give students an opportunity to experience both environmental and social issues with a CAS emphasis. The goal for this trip was to introduce our students to social and environment issues that impact our community/world with the hope is that our students would be inspired to take on new challenges, through CAS, that would benefit not only themselves (becoming active members of their community) but also the world around them (by working toward global issues). The two components of CAS that were highlighted with this trip were the following:

- Social Issues - students took an in-depth look at the causes and effects of homelessness as well as experiencing it first-hand by volunteering time to a local charity.
- Environmental Issues - students were introduced to sustainable farming methods and technologies and given the opportunity to volunteer in ongoing sustainable projects.

A huge “thank you” goes to Sharon Franklin, our CAS coordinator/trip organizer/chaperone and Katarzyna Tymczak, the trips second chaperone and G11 homeroom teacher.

#### Whole School

ISK’s Sports Day on Saturday, October 10th was an event that not only brought the ISK community together, but also brought in the wider community. An American football team, *The Kings* , including cheerleaders were on hand to offer clinics for students and parents. We also had a visiting girls basketball team that competed with our ISK high school girls team and a visiting middle school football team that competed against two teams of ISK students. The six-hour sports day included a ping pong, football, and basketball tournaments and a 1km race. A huge thanks goes to our Coach Dean Orahood for organizing this great event.

#### Curriculum Report

The faculty reviewed ISK’s bullying policy, and will spend our upcoming in-service day (Nov. 2) being trained on the Second Step Program, which is a curriculum component designed to complement our health and life-skills program, specifically in the areas of bullying and child-protection.

#### Teachers’ Representative Report

Katarzyna Tymczak and Kimberlee Lear are happy to be the teacher's representatives to the board and have been reaching out to teachers and administrators to get feedback on how we can best serve in this role. Finally, they would like to elicit any response from the board, as to what would be helpful from the Board’s perspective, whether that is just a listening ear at board meetings or the voice of teachers in the successes and challenges in the teaching and learning at ISK. Teachers’ reps do not want to be presumptuous that any time in a board meeting should be devoted to a report from them but they also do not want to be remiss in their duties. Teachers rep welcome any feedback in person or email. Teachers have built the Learning Center to the point where the practice meets the philosophy: a dynamic place where students of all grades come to learn. There are

students across all grade levels who come to receive modifications and accommodations for their individual learning

PTA Report:

The September Bake Sale was a huge success, raising more than 1400 zl for the PTA. The sale was hosted by parents from Grades 1 and 12. The next sale will be this Friday, October 16 and will be hosted by parents from Grades 2 and 11.

The Fall Festival will be held this Saturday, October 17 from 11am-2pm. As in past years, the event will include pumpkin carving, scarecrow stuffing, Fall-themed crafts, a yard sale, pumpkin soup, and sporting events. This year, we will have Calavera, a new Mexican food truck, providing food for our guests. We are also organizing the first Chili/Goulash Cook-Off.

This year's Trunk or Treat event will be held in the afternoon of the last day of school before Fall Break. PTA volunteers are working with school administration to finalize the schedule for the elementary parade and the class visits to the Trunk or Treating area.

The Directory was completed last week and has been submitted for printing. For the first time, the PTA sold advertising space in the student directory. The proceeds of the advertising have covered the entire printing of the directory, allowing the PTA to redirect the funds previously used to provide the directory to families.

**3) REFLECTION from Board members**

**4) ADJOURNMENT:**

The open session adjourned at 6:00p.m. and the Board continued with the executive session