

AASQA General Directors' Meeting Minutes

LOCATION:

Marriot Badeland, Miami, Florida

PRIMARY FACILITATOR:

Mr. Ron Bair, AASQA President

DATE:

April 28-May 01, 2016

TIME:

9:00 am - 4:00 pm



AASCA GENERAL DIRECTORS' MEETING



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PRIMARY FACILITATOR: Mr. Ron Vair, AASCA President
DATE: April 28th - May 1st, 2016
TIME: 9:00 a.m.-4:00 p.m.

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DISCUSSION ITEMS:

1. Welcome and Introductions
2. Discovery School Application for full AASCA membership
3. International Task Force on Child Protection
4. Approval of GD meeting minutes from May 2015
5. Inappropriate behavior during AASCA events
6. STEM training, Regional AASCA Event supported by Tri-Association
7. AASCA Invitational Events. Swimming Event.
8. STEM AASCA Science Fair (New Pilot Proposal).
9. AASCA Mission and Vision.
10. Committee Report on Science Fair
11. Accidents at AASCA events
12. Report of Student Activities
13. Principals Recommendations
14. Community Service Award
15. AASCA support to the Children of Haiti Project (COHP)
16. Treasurer's Report
17. AASCA Approved Calendar of Events 2016-2017
18. AASCA GD PD initiative (Case Study Session)
19. Tri-Association Conference, Guadalajara, Mexico.
20. Tri Association PD funding
21. AASCA regional PD
22. HS principals' meeting and AD's meeting as a combo?
23. Applicants for AASCA membership
24. Election of AASCA GD Board
25. Books and other Recommendations
26. Members retiring from AASCA or moving to other Regions

27. Happy Trails

1. Welcome and Introductions

Ron V. opened the meeting welcoming everyone. He asked all directors to introduce themselves and share some of the highlights of the year. After that, Ron V. explained the agenda for the day and that after each day, an agenda for the following day will be sent by mail.

2. Discovery School Application for full AASCA membership

Discovery School has been the first school to apply to AASCA with the new protocol. The director, Mr. John Ketterer, spoke to the group during the meeting (this is part of the new process). He talked about Discovery School's commitment to first class international education, international benchmarks and adherence to AASCA core values.

Discovery School is accredited by AdvancED (it was founded in 1994 and first accredited in 2002; next accreditation visit will be in 2021). Their primary language of instruction is English but they also have a trilingual immersion program for preschool up to second grade. The school has 250 students. This year, their graduating class (17 seniors) will attend colleges in the US, Canada and Europe.

Mr. Ketterer responded some questions from the group and some directors spoke very highly of him. In addition, Steve H., who was part of the accreditation team that visited the school recently, recommended the school for full membership. Ron V. and Liliana J. visited the school and recommended it also for membership.

Douglas A. moved to accept the application of Discovery School to be a full AASCA member. Discussion followed. Adolfo G. seconded the motion and it passed unanimously.

The group recommended a revision of the new membership protocol (based on this first experience) and some changes will be made to the procedure.

3. International Task Force on Child Protection

Last year, many schools joined The International Task Force on Child Protection (ITFCP). As of right now, ICMEC and the International Task Force on Child Protection have joined forces to provide resources on how to prevent and respond to child abuse, neglect and sexual exploitation all over the world. AASCA Board recommended that every school should have a child protection team and to use resources found at:

<http://www.icmec.org/education-portal/>
<http://www.cois.org/page.cfm?p=1898>

Discussion followed on topics such as:

- Legal issues vs. the right thing to do
- School committee to look into local laws and moral obligation
- Get surrounded by a small group of experts
- Take into consideration US embassy relations and support
- Reinforce recruiting and hiring processes (Making thorough background checks on new teachers)
- Revision of boundaries between teachers and students at AASCA schools
- Redesign bathrooms if necessary

4. Approval of GD meeting minutes from May 2015

Ron V. mentioned the last GD meeting minutes to see if anyone had any objections to them or to approve them as they appear in the AASCA website. **Jeff K. moved to accept last meeting minutes from the GD May 2015 meeting, Steve H. seconded the motion and this motion was approved unanimously.**

5. Inappropriate behavior during AASCA events

AASCA has clear procedures and guidelines for behavior at the different events. Still, there have been incidents with coaches and parents. The group discussed about this and there was a wide consensus that until the group sanctions a school for such behaviors, schools involved will take matters more seriously.

- Coaches have to read, sign and agree with AASCA 's guidelines, but there are still cases where they do not behave properly or mistreat their own students.
- Comments were made in regards that sometimes it is like they are signing the contracts, but not reading them, and there are no consequences.

Douglas A. recommended to have a paid position at AASCA GD level who can objectively look at the data and provide feedback to the group. Jeff K. recommended that every school must use the *AASCA Sportsmanship Award Rubric* to document behavior with clear criteria. Other comments included to increase PD initiatives for Athletics Directors with the focus on behavior and character. Jose O. recommended to hire Lynn Comer Kachmarik, consultant from True Brand Sports. Saint Augustine and Sampedrana have done workshops with her and both schools recommended her. Jose O. will send her contact information to the group.

Then, there were two motions on the floor, that every school, for every game, of every tournament, has an administrator evaluating behavior, collects all the data and shares it with the group. The other one, to form a committee to study this carefully and provide recommendations for next year. **Ken T. moved to accept the motion to form a committee and Douglas A. seconded the motion. This was approved by the group and committee volunteers (Douglas A., Jeff K., Ron V., Robert R., and Evan H.) will meet and report to the group.**

6. STEM training by Dr. Hellen P.; Regional AASCA Event supported by Tri-Association

This was the first time AASCA received funding for regional PD by Tri-Association. During the TRI October meeting in Bogota, STEM theme was decided. The workshop took place at Escuela Sampedrana during the spring. Comments:

- Overall: it was a great PD experience and everyone was impressed by the consultant.
- Great, but for beginners in the STEM model.

Ron V. indicated that the workshop had a broad scope due to the fact that many schools were just beginning the STEM journey. He will send all the schools a copy

of presentation used during the workshop. He also requested all directors to revisit what PD initiative they would like AASCA to support during 2016-2017.

7. AASCA Invitational Events. Swimming Event.

The way Pilot or Invitational events are set up has given schools some leeway on how to administer these events. Ron V. recommended that if AASCA supports Pilot or Invitational events, then all AASCA rules must be followed. As of right now, Swimming and MS Sports Festival do not follow AASCA rule regarding the age of students attending these events. Historically, large schools and small schools have been divided by the amount of students from 7th grade up. Ron V. suggested that maybe the group should consider changing the model to include MS and HS divisions. Discussion followed, many directors made comments including to use the US model, which is based on age not grades. At the end, Middle School participation, sharing and learning together was a key factor to keep these events, motions and counter motions were proposed until ***the below revision was approved unanimously after Greg M. motioned it and Ken T. seconded it:***

Original:

Chapter 1: General Guidelines for All AASCA Events

SECTION 1. STUDENT PARTICIPANT ELIGIBILITY

Students registered as fulltime scholars from seventh through twelfth grade, and up to 19 years of age will be eligible to participate in AASCA events, **except for middle school events, which will include students from grades 6-8.** If a student turns twenty before or during the event, he/she may not participate. All student participants must be in good conduct and academic standing according to the guidelines established by each member school.

Approved:

Chapter 1: General Guidelines for All AASCA Events

SECTION 1. STUDENT PARTICIPANT ELIGIBILITY

Students registered as fulltime scholars from seventh through twelfth grade, and up to 19 years of age will be eligible to participate in AASCA events. **For MS events, registered students in MS will be allowed to participate (not exceeding 8th grade).** If a student turns twenty before or during the event, he/she may not participate. All student participants must be in good conduct and academic standing according to the guidelines established by each member school.

It was also agreed that the emphasis for MS sports should be for individual non-contact competitions. ***Erinn M. motioned to divide sports into TEAM SPORTS and INDIVIDUAL SPORTS and have separate eligibility for each category. Liliana J. seconded the motion, and it passed unanimously.*** Starting 2016-2017, Individual sports eligibility will be based on age by the first day of the event:

Swimming (categories by age):

- 12 and under
- 14 and under
- 15 or above

Ken T. motioned that all AASCA invitational events/pilot projects will comply with AASCA rules, Jorgelina G. seconded the motion and it passed unanimously.

8. STEM AASCA Science Fair (New pilot proposal)

Douglas A. sent a presentation about a new event, the AASCA Science Fair for all members to see and evaluate. The proposal is based on international science fair guidelines and it is consistent with the STEM model/approach. Douglas A. explained elements about the new proposal. Discussion followed, including the recommendation by Principals of not to add more events, but GDs expressed need to have more non-sport events to give other students in the schools the opportunity to also have an AASCA experience.

Rajiv B. motioned that AASCA explores the possibility of a Science event and that it should be an interschool exploratory project. Jose Antonio P. seconded the motion and the motion was approved unanimously by the group. Douglas A. will work with volunteer school directors or their designees to establish parameters and make this project an invitational event for certain grades (like an exploratory invitational) for a possible first event for the year 2017-2018.

9. AASCA Mission and Vision.

Adolfo G. read mission vision, core values and goals to the group. Ron V. indicated that a lot of effort was put into the revision of these items a few years ago. Later the AASCA admission requirements were revised and the new protocol put in place.

Discussion followed on different aspects of the vision for the future of AASCA, but everyone concluded that the purpose and vision statement are solid and relevant.

Ron V. indicated that every five years, these statements will be revised thoroughly during the extra day of the meeting (last revision and update was on May 2013). For the years in between, revisiting the mission and vision will be part of the discussion, how AASCA is doing as an association, and professional development opportunities that any of the Directors could facilitate. This year, Greg M. has accepted to facilitate case studies for the group to discuss and analyze.

10. Committee Report on Science Fair

Report about the meeting regarding Science Fair. The HS AP Chemistry teacher from the American School in Guatemala, Mary Molina, will help with the coordination to have a more concrete proposal. The group will report back to AASCA on May 20th, 2016. They will analyze the possibility to begin the pilot for this project either for 2016-2017 or 2017-2018.

- Fees could be an issue
- Competition vs. Exhibition was discussed

- HS and/or MS participation
- April-May dates to target international fairs
- AASCA calendar
- Rotation with Knowledge Bowl / Room for both events

All these issues will be taken into account. After much discussion, the group decided to wait for the committee report on May 20th, and from there, analyze what the action plan should be.

11. Accidents at AASCA events

Ken T. reminded all schools that every student participating at AASCA events must have an international accident and sickness insurance. But in addition to that, the players and coaches should have copies (what has happened in previous cases is that the person taking the student to the hospital does not have the insurance information for the students; maybe the AD has it, but maybe the coach is taking the student to the hospital, and then the host school is billed). Ron V. reminded the group that there are clear protocols regarding insurance in the AASCA Manuals, and every school must make sure that they are following those regulations. Liliana J. will share with the group the information of the insurance company used by her school.

On page 15 of the AASCA Athletics Handbook the following indication is found: *It is expected that all AASCA sports events participants are covered by medical or accident insurance. An emergency fund is also recommended for traveling teams.*

Discussion followed, and there were several suggestions and after another round of discussion a final motion was proposed by Jeff K., and it was seconded by Kathy W., and the motion was approved unanimously: ***-To change the word "expected" to "required" and not just for sport events but that this should be mandatory for every AASCA event. From now on, Accident and Sickness Insurance is mandatory for all AASCA events.***

12. Report of Student Activities

- a) *HS Leadership Conference; Sept. 16-20, 2015 International School of Panama:* Rajiv B. indicated that there were no issues, and this was a great event for all schools that participated.
- b) *MS Leadership Conference; Sept. 24-27, 2015 Colegio Maya Guatemala:* All comments indicated that it was very positive that AASCA started a leadership conference for MS students. It was a

- c) *TRI Association Conference; Oct. 07-09, 2015 Bogotá, Colombia*: Very lucrative event due to the fact that it was at full capacity and no Hotels were used, instead the event was hosted at the CAG School. There were some comments about keynote speakers not connecting with the participants (even though they were very knowledgeable in their subjects).
- d) Some recommended speakers were: Dough Fisher (MS teacher from San Diego) on Teaching Techniques; Ken T. recommended two breakout sessions as some of the best he has seen: Data presentation (by Scott Gencer: <http://www.gencerconsulting.com/> and the FCD on substance prevention.
- e) *Large School Basketball; Oct. 21-25, 2015 American Nicaraguan School*: Very good event, good participation. First AASCA tournament for Jeff K. as director of ANS. He indicated that they used the rubric for the AASCA Sportsmanship event. He also pointed out that they had an overrun of \$19000 dollars (mostly for live streaming; they outsourced the live streaming). There were some recommendations for live streaming, most school buy the equipment and students are in charge of this, in addition sponsors contribute to lower live streaming cost.
- f) *Small School Basketball; Oct. 21-25, 2015 American International School (CR)*: Marielos P. indicated that it was a very good event for her students. Elizabeth H. indicated that it was a challenge for the female teams since only three teams participated.
- g) *ES Principals' meeting; Oct. 22-25, 2015 Colegio Americano de Guatemala*: Douglas A. reported that it was a small but lively group that covered the set agenda and did STEM PD. There were good discussions. The overall consensus was that ES Principals like to be part of the AASCA community and this event makes them feel included and happy.
- h) *PANAMUN; Oct. 28-30, 2015 International School of Panama*: This is an unofficial AASCA event, but Rajiv B. indicated that they have 24 year running this program at his school. There were around 600 students on campus during the event. He encouraged AASCA schools to participate and Erinn M. also recommended the event indicating that is one of the best Model UN events they attend.
- i) *Knowledge Bowl; Nov. 11-15, 2015 Colegio Americano de Guatemala*: Douglas A. indicated it was a great event. There were some glitches and some issues but not many residuals on a negative side. More people left with a big smile. After his report, there was a discussion on how to improve Knowledge Bowl and coaches' participation.
- j) *Inv. Cross-Country & Track and Field; Nov. 18-22, 2015 Colegio Maya Guatemala*: Steve H. stated that this was a great event but involved tremendous amount of logistics. Combining the events was a great idea. 225 students participated (last year there were 150 students in Panama). He also recommended to get other students involved (not the ones from the teams).
- k) *Drama Festival; Jan. 27-31, 2016 International School of Panama*: Rajiv B. was not at the school during the event, but the reports he received were very positive. The new ISP Art Center was used to the fullest. ISP Art director made it less competitive and included more

the community. During the three days, the event was open for students and parents to visit.

- l) *Athletic Directors' Meeting; Jan. 28-31, 2016 Pan-American (Costa Rica)*: Elizabeth H. reported that 19 ADs participated; the big topic was large/small school divisions. They had speakers from the soccer and Olympic federation. It was a good event.
- m) *Math Counts (Middle School); Jan. 27-31, 2016 EAS (El Salvador)*: Ken T. indicated that this event is very well organized and has been very well received by the AASCA community. This is not an AASCA event, but it follows guidelines from a formal organization with specific rules and procedures. There have not been any problems during the years they have hosted it.
- n) *Large School Soccer; Feb. 10-14, 2016 EAS (El Salvador)*: Overall comments that it was a very good event. Ken T. reported that the cost for such event is very high but they had sponsors who helped with the cost (if this were not the case, the school would have invested a lot of money to run it). Streaming was sponsored too.
- o) *Invitational MS Sport Festival; Feb. 24-28, 2016 Lincoln School (Costa Rica)*: Robert R. told the group that it was a positive and fun event. Twelve schools participated with twenty two teams (in total 350 students). Everything based on sportsmanship. Both events within budget (but they have very good sponsors). Students play three sports in three days.
- p) *Invitational Swimming; Feb. 25-28, 2016 American Nicaraguan School*: Jeff K. indicated that the event was live streamed for \$5000 dollars. The only negative point was that they outsourced the tabulation of the scores and at the final tabulation there was a mistake. The end result had to be changed (after announcing results) from ASG to ANS. Jeff K. reiterated that this was really unfortunate to happen. Douglas A. reported that at the end it was an opportunity for his students to show sportsmanship (they had conversations with the team on how to deal with the process). Ron V. indicated that there will be a document that will be shared to address some issues in swimming (there were other two issues, who gets to participate and solo events).
- q) *Small School Soccer; March 02-06, 2016 St. Augustine Prep. School (NIC)*: Jose O. indicated that this was his first experience hosting a sport event. In total, four schools participated. They were flexible with schools to increase participation but they were expecting more schools. For the first time hosting, they had a lot of fun and they won both first places. Elizabeth H. indicated that SA students were great on sportsmanship as they visited the hotel where Pan-American school students were staying to cheer on them after they lost the final against SA.
- r) *Invitational Volleyball; April 13-17, 2016 Lincoln School (Costa Rica)*: Robert R. indicated that there were 450 participants. 17 schools in total. Everyone enjoyed the event.
- s) *MS/HS Principals' Meeting; April 20-24, 2016 Panama Balboa (at Rita's house)*: Erinn M. reported that Balboa had Debbie Psychoyos from Fundacion ProED Panama for PD. Principals had a great time as they got to see the expansion of the canal. Overall it was a very productive

Ron V. indicated that even though schools promised to send financial reports many did not. Next year, there will be an emphasis that host schools comply with this responsibility.

13. Recommendations by the Principals

a. **Proposal: Change the cutoff for enrollment between small and large schools from 300 to 400:**

The group spent a lot of time discussing this recommendation. Some schools that would have to move from the large division to the small division had no problem with this, but some had real issues and wanted to stay in the large division. Discussion went from approval of the proposal, to not approve and stay the same, to unify and have schools co-host events or even to change the cutoff from what it is right now (7th-12th grade) to include 6th grade in the student count. Smalls schools were also reminded that by AASCA guidelines, they could also participate at large events. After a morning of heated discussion a motion was proposed: Elizabeth W. motioned to accept the proposal made by the Principals to change to cutoff for enrollment between small and large schools from 300 to 400. The motion was seconded by Gloria D. and Ron V. requested the group to vote on the motion. Eight were in favor, eleven were against, and there were two abstentions. The motion did not pass and the cutoff for large and small division will remain as it is. Ken T. recommended the group that when there is no consensus, he will not vote in favor and we should never change when the group is split in the middle.

b. **Proposal- Change Invitational to Unified Tournaments- Approved by Principals**

After a brief discussion Jeff K. motioned to accept the proposal, Ken T. seconded it and it passed unanimously.

c. **Proposal: Change the name of Middle School Festival → Middle School Sportsmanship Festival (MSSF)**

After a brief discussion, Gloria D. moved to accept the proposal, Jeff K. seconded the motion. 14 votes in favor, 2 against and 6 abstained. The motion passed.

- d. **Proposal from ADs: Change the name of Large School → Division I and Small School to Division II. Principals do not recommend this change.**

After a brief discussion, Ron V. Ron motioned to agree with the Principals and do not make this change, Martha C. seconded the motion and everyone agreed. Large and Small divisions will be maintained.

- e. **Proposal: Athletic Directors would like to have their meeting in September. Principals do not recommend the change.**

After a brief discussion, Ron V. motioned to maintain the AD meeting at the end of March as usual. Adolfo G. seconded the motion and the motion passed unanimously.

- f. **Proposal: For sports tournaments to award only Gold and Silver trophies (Principals agreed that there is no need for a Bronze division).**

After a brief discussion, Steve H. moved to accept the proposal and do not have a bronze division. Robert R. seconded the motion and 14 directors voted in favor, five abstained. The motioned passed.

- g. **ADs proposed that for Knowledge Bowl, the hosting school and tournament director will have two consecutive years participating in the event in order to be eligible to host. Principals do not recommend this change.**

Jeff K. suggested that if coaches cannot behave themselves during this event, they should not be allowed to participate the following year at any AASCA event. Ron V. indicated that the idea is that you need experience participating before hosting, because then, school make the same mistakes as previous schools. Martha C. agreed that there is a need to have experience in the event before hosting, but wondered if it has to be two consecutive years. Discussion followed. Ron V. moved that in order to host a knowledge Bowl event, host schools needs to have participated in the event during the prior school year. Steve H. seconded the motion and it passed unanimously.

- h. **Proposal: AD's suggest to change the guidelines in order that the tournament director of any AASCA athletic tournament is the host athletic director and not somebody else. Principals do not recommend this change, they propose to continue with the guideline that the tournament director will be appointed by the director of the host school.**

After a brief discussion, Elizabeth H. motions to go with the recommendation made by the Principals and not to change this guideline. Ken T. seconded the motion and it passed unanimously.

- i. Principals suggest that the directors discuss the AD's request that from 2016-2017, only AASCA schools will be invited to tournaments.**

Discussion followed and Ken T. motioned to accept the Principals recommendation. Jeff K. seconded the motion and it was approved unanimously.
- j. AD's would like to remove option b in the format for 11 teams participating in the tournament. Principals recommended to approve this proposal.**

Discussion followed and Ron V. motioned to approve this recommendation. Steve H. seconded the motion and the motion passed unanimously.
- k. Proposal: Continue to include Math Counts in the AASCA calendar and invite AASCA schools. As a non-AASCA event, the host school will determine fee.**

Ron V. proposed that the group accepts this proposal and keep this even as a non-AASCA invitational event. Escuela Americana has been graciously enough to invite us all. Everyone agreed.
- l. Suggestion: continue to include service learning component into leadership as it was this last year in Panama or hold it as a component of the travel day for high school leadership.**

Discussion followed and it was decided not to have any date extension but to continue to include service learning as part of this event. Jose O. motion to change the name of the event to Leadership and Service Conference (for both conferences, MS and HS). Ken T. seconded the motion and all directors voted in favor. Motion passed unanimously.
- m. Proposal: Have the Activities Manual Document become a cloud based document (*google doc) with editing powers only given to the presiding president of each group. There will be an official document that is used throughout the year. Revisions may be suggested throughout the year and will be discussed at the meetings for consideration for the following year.**

Ron V. explained about this topic and motioned to allow permission to comment but not to edit. Steve H. seconded the motion, and it was approved.
- n. Proposal: Administrator in charge should not have a dual role. When appropriate, the administrator in charge should be with the spectators, not as a supervisor of the team during the event. Proposal: Administrator in charge is responsible for**

adherence to the AASCA expectations for parents, students, coaches, and AD's.

Recommendation of GDs, just follow AASCA rules and guidelines as stated in the manuals.

- o. **Information is not being sent to the current lists of Directors, Principals, and AD's. The current policy is that the general directors share the information with Tita H. for the website to be updated. Due to leadership turnover, all information should be shared with all 3 groups.**

GDs recommend to continue with the actual guidelines. The website will be updated by Tita H. when required.

- p. **Recommendation: (Budget of events) Adjust Drama, Leadership & Service Conference and Knowledge Bowl fees for participating schools.**

Discussion followed and Rajiv B. indicated that participation fees are outdated. Liliana J. motioned to increase \$100 dollars for participation fee for these events. Adolfo G. seconded the motion and the motion was approved unanimously.

- q. **For Track and Field, there should be a seeding process established for the hosting school to be able to establish heats for runners. Proposal: Send this idea to the AD's to see how a seating process can be established.**

Robert R. moves to send this proposal to the AD's. Steve H. seconded the motion and it passed unanimously.

- r. **AASCA soccer fields should be a minimum 80 meters by 45 meters.**

Discussion followed on AASCA guidelines, FIFA rules and US High School guidelines. After the discussion, Directors agreed with the recommendation.

- s. **In volleyball and basketball, all courts must be under a roof.**

Discussion followed but there was a wide consensus that this cannot be forced onto the schools. The group agreed that teams should play under similar and favorable conditions. After much consideration Ken T. moved not to accept this recommendation, Gloria D. seconded the motion and the proposal was not accepted.

- t. Knowledge Bowl- 1.5 All schools **must** bring one buzzer system for use in the event.

Recommendation Approved.

- u. **Proposal: Cross Country and Track & Field were two events that were amalgamated together, schedule that the track events will be held for two days and the cross country event will be one day of the event. We highly suggest that every student athlete participating in the event participates in both cross country and track and field.**

Recommendation not approved.

- v. **The host school should accommodate the schedule around altitude and temperature considerations.**

Recommendation approved.

- w. **Proposal: In determining calendar and hosting schools, schools must be represented at the Principal's Meeting in order to confirm hosting for the following year because of the discussions of rules, regulations, problems, and solutions. Lobbying via email will not be considered.**

Recommendation approved.

- x. **Proposal: Allocate budget for AD PD training for sports education program such as Lynn Kachmarik (True Sports) or ASEP for sportsmanship and athlete development training and add an additional day for the athletic director's conference to allow for this opportunity.**

Recommendation was reviewed and discussed. There was no agreement in the addition of one more day for the meeting. Ron V. moved to approve up to \$2500 dollars for professional development for next Athletics Directors meeting. Ken T. seconded the motion and it was approved by the group.

14. Community Service Award

The three projects recommended by the Principals were presented to the group:

- Village School: ***Love Bags***
- Country Day School: ***Luz para mi Pais***
- Lincoln International Academy: ***ANDL (Amigos de Niños Diabéticos LIA)***

After the presentations, discussion followed if the group should accept the recommendation by the principals or choose just one of the projects as stated by the AASCA Community Service guidelines. Adolfo G. spoke on behalf of the Principals' recommendation. ***Katherine W. moved to accept the Principals' recommendation to give the award and \$500 dollars check to each school. Erinn M. seconded the motion and the motion was accepted unanimously.***

Jeff K. explained that there are 50 students who need support to continue attending school and graduate. The COHP project might be the first initiative that all international schools united for and have supported. The idea is to provide the money as part of the AASCA budget instead of asking for it every year. It is important to note that there is no administrative cost, the money AASCA donates goes to support the education of one student.

Jeff K. motioned that AASCA includes in its annual budget the donation to sponsor one child from the Children of Haiti project. Liliana seconded it and the motion passed unanimously.

Elizabeth H. told the group that the Pan-American school will send a team of students with the Secondary Principal; they will help with the English classes and will donate medication and vaccines for the children. Everyone can donate and support COHP. Please visit the site at:

<http://www.childrenofhaitiproject.org/#creating-the-future-leaders-of-haiti>

16. Treasurer Report

Treasurer's Report 2014-15					
	Balance	Credit	Debit/Checks	Interest	Fees
June 01 2015-June 30 2015	91,642.30			3.77	
Jul 01 2015-Jul 31 2015	91,646.07		1,926.00	3.82	
Aug 01 2015-Aug 31 2015	89,723.89	4,871.00	96,576.00	3.82	15.00
Sep 01 2015-Sep 30 2015	2,878.71	54718.68		1.47	90.00
Oct 01 2015-Oct 31 2015	57,507.39	9,662.00		2.73	
Nov 01 2015-Nov 30 2015	67,172.12	19,416.00		2.77	
Dec 01 2015-Dec 31 2015	86,590.89		2,500.00	3.60	
Jan 01 2016- Jan31 2016	84,094.49	9,628.22		3.72	2.00
Feb 01 2016-Feb 29 2016	93,720.71	4,874.83		3.83	17.00
Mar 01 2016-Mar 31 2016	98,578.54	2,219.27		4.27	17.00
Closing April 30	100,780.81				

Principal's Meeting	3,236.50
Webmaster 2015-2016	2,610.00
Community Service Awards	2,000.00
Directors' Meeting	1,439.29
STEM	1,500.00
President's Expenses	420.00
Projected Balance May 31	\$89,575.02

In yellow: Payment to Tri

Ron V. indicated that this year, all schools paid on time. AASCA is in good standing, there is almost one year of budget in reserve. AASCA invoice sent to schools is a concern due to the fact that it is not an invoice accepted by the local governments in Central America. John K. will look into this, carry out a little research and he will get back to the group with some recommendations. For next year, AASCA fees will increase in \$100 dollars to include the approved allocation for the Children of Haiti Project (COHP).

17.AASCA Approved Calendar of Events 2016-2017

EVENT	DATE	SCHOOL
MS Leadership & Service Conference	Sept. 29-Oct. 2	Country Day School (CRI)
HS Leadership & Service Conference	Sept. 7-11	Village School (GUA)
Tri- Association Conference	Oct. 3-7	Guadalajara, México
Unified Basketball	Oct. 26-30	Escuela Internacional Sampedrana (HON)
<i>PANAMUN</i>	Oct. 26-28	International School of Panama (PAN)
ES Principals' Meeting	Oct 13-16	Balboa Academy, (PAN)
Unified Cross-Country and Track & Field	Nov. 9-13	Escuela Americana El Salvador, (SAL)
Knowledge Bowl	Nov. 16-20	American School of Tegucigalpa, (HON)
Music Festival	Feb 08-11	Lincoln School (CRI)
<i>Math Counts (MS)</i>	Feb. 8-11	Escuela Americana El Salvador (SAL)
Unified Swimming	March 16-19	International School Panama, (PAN)
Large School Soccer	Feb. 15-19	American Nicaraguan School, (NIC)
Small School Soccer	Feb. 22-26	Pan-American School, (CRI)
Pilot Tennis Tournament	March 2-4	Lincoln School (CRI)
MS Sportsmanship Festival	March 22 - March 26	Pan-American School, (CRI)

Athletic Directors' Meeting	March 30 – Apr. 2	Colegio Decroly Americano, (GUA)
Large School Volleyball	Apr. 19-23	Lincoln International Academy, (NIC)
Small School Volleyball	Apr. 19-23	Country Day School, (CRI)
MS/HS Principals' Meeting	Apr. 26-30	Mazapan School, (HON)
General Directors' Meeting	May 4-8	Miami, USA

18.AASCA GD PD initiative (Case Study Session)

Greg M. facilitated this PD session. He handed different case studies for small groups to discuss and analyze. What the Head of the school should have done for each case? How should he/she have handled each situation? This was a very interesting way to learn and share among the different schools.

19.Tri-Association Conference, Guadalajara, Mexico.

Ron V. indicated that the October conference will be held at a hotel, and the hotel will only hold the fees until June. He recommended to register school members as soon as possible (and specify that names of participants will be sent later) that way, schools get the early bird discount, space in the hotel, and the best rate possible.

20. Tri Association PD funding

Ron V. indicated that Tri is in a very good financial standing. This year, a year of reserve operational budget was secured. There are now Tri funds available for PD. He recommended schools to find more about this possibility.

21.AASCA regional PD

Adolfo G. indicated that last year two topics were chosen for the AASCA regional PD initiative: DATA and STEM. This year, STEM PD was available at Escuela Internacional Sampedrana. After a brief discussion (and some suggestions: Melissa Templeton, Data presentation at AdvancED's December conference, Scott Kenser, Data presentation at Tri, Board PD by ASSA in Miami), the group decided to provide PD on Data Analysis for 2016-2017. *Liliana J. will host the PD workshop at The American School of Tegucigalpa. She will announce the chosen consultant and the date for the workshop.*

22.HS principals' meeting and AD's meeting as a combo?

Discussion followed regarding the possibility of having both meetings together. AD

where the AD president stays and cross over with the HS Principals. Tony P. recommended to revise the order of the meetings. Ron V. indicated that directors want the ADs to make the decisions and inform Principals, then Principals recommend changes and GDs may or may not approve those recommendations. There is need for clear guidelines and/or an executive summary of changes proposed with more information to be able to take sound decisions at GD level. Elizabeth H. recommended to Skype them into the meeting when discussing their recommendations. After much discussion about the topic **Ron V. moved to implement a template that will contain space for the recommendation, rational, and the possible impact if approved. Elizabeth H. seconded the motion and it passed unanimously. The template will be prepared by the AASCA Board and shared with Principals and Athletic Directors.**

23. Applicants for AASCA membership

Ron V. presented two cases and reminded all that prior to the meeting, he sent the group two emails with the information. When he is contacted by new schools, he sends all the information to apply for membership. And when schools have had problems, he has been willing to help them through the process.

- a. **Del Campo International School:** Application reviewed by the directors. There are some concerns. The school did send its basic credentials but even though they were directed to the link outlining the new requirements for membership application they did not send a presentation. The overall consensus was that the application process was not completed.
- b. **International School:** Application reviewed by the directors. Presently there is no appointed Head at the school. The school did send its basic credentials, but their presentation was sent very late and the other members did not have time to properly review it. The group discussion concluded that the application process was not completed.

For both cases, Steve H. moved to put their application process on hold because none of the above schools completed the application process as stated in the AASCA guidelines. Jorgelina G. seconded the motion, and the group unanimously decided to put both application on hold for next year.

24. Election of AASCA GD officers

Ronal V. requested that even though the GD Board has completed its two year term, due to an specific situation at TRI-Association level (He is TRI President, and the rest of the Tri Board is new), to have the current board stay for another year. He explained how the Board works (All are two-year positions, the treasurer becomes president when the board changes). *Jeff K. motioned to have the current Board in office for an extra year in order for Ron V. to continue as Tri board member. Steve H. seconded the motion and all the directors were in favor.*

25. Good Books and other Recommendations

- a. Make it Stick, The Science of Successful Learning.
<http://makeitstick.net/>
- b. Leverage Leadership: *A Practical Guide to Build Exceptional Schools*.
- c. Most Likely to Succeed: *Preparing Our Kids for The Innovation Era*, By Tony Wagner. <http://www.tonywagner.com/1933>
- d. End of Average: *How We Succeed in a World that Values Sameness*.
<http://www.toddrose.com/endofaverage/>
- e. Inevitable Revolution: *The United States in Central America*, by Walter LaFeber
- f. The Second Machine Age: *Work, Progress, and Prosperity in a Time of Brilliant Technologies* by Erik Brynjolfsson
- g. Movie: Poverty Inc., *Fighting Poverty is Big Business, but who profits the most...* <http://www.povertyinc.org/>
- h. EDx MOOC: The science of happiness,
<https://www.edx.org/course/science-happiness-uc-berkeleyx-gg101x-2>
- i. ISM Video library (50 min) 120 videos on topics that any school's administrative team should see.
- j. Coursera, <https://www.coursera.org/>
 - i. Arte e Investigación: Estrategias de Enseñanza en Museos para Tu Clase, <https://www.coursera.org/learn/artinquiry>
 - ii. Fundamentos de Enseñar para Aprender 4: El Currículo, <https://www.coursera.org/learn/teacher-curriculum>
 - iii. Ser Más Creativos, (UNAM, México, interesting course for the Spanish department) <https://es.coursera.org/learn/creatividad>

26. Members Retiring from AASCA or Moving to other Regions



Ma. de los Angeles Parker



Mr. Steven Hupp



Mr. Ken Templeton



Mrs. Martha Council



Mr. Greg MacGilpin

The group thanked this year's retiring members for their time served at AASCA events, for their participation at the meetings and their contribution to the overall

advancement of the association. Everyone wished them Good Luck on their new projects!

27. Happy Trails

Committee report on rubric for behavior of adults supervising events: Jeff K. indicated that this item is still in process as a working document; this rubric will include guidelines and some key points about the behavior of coaches. This rubric will be sent to all school directors (and shared with coaches, students, and fan base). The rubric will include an item on how coaches react/interact with their own players. The idea is to improve the overall behavior at the events. Comments were made in regards that the rubric should include sanctions if anyone behaves inappropriately. Other comments mentioned to include items on social media interaction from coaches (Before, during or after the games).

The group agreed that General Directors will sign the students' roster. By doing this, GDs will guarantee that everything is in accordance with AASCA rules and regulations (including accident insurance). Basically, each GD by signing the roster is certifying that their school is meeting all AASCA regulations for participation.

AASCA GD meeting will take place in Miami from May 4th-8th, 2017. Adolfo G. will look into the possibility of another location for the meeting. Ron V. indicated that all items in the agenda for the three days were covered and suggested to conclude the AASCA GD's meeting. *Robert R. motioned to adjourn the meeting, Liliana J. seconded the motion and all present were in favor. Meeting was adjourned at 1:00 p.m. on April 30th, 2016.*