



**Meeting of the Board of Directors**

**7th December 2022 - 18:07PM**

**Google Meet**

**OPEN SESSION**

*Present:*

<i>David Nyheim - BCH</i>	<i>The Chair</i>
<i>Ben Brown - BBR</i>	<i>Parent Director</i>
<i>Nick Borg- NBO</i>	<i>Parent Director</i>
<i>Dr. Monika Wohlfeld - MWO</i>	<i>Parent Director (co-opted non-voting)</i>
<i>Totty Aris – HOS</i>	<i>Head of School (non-voting)</i>
<i>Ivan Camilleri - FC</i>	<i>Financial Controller (non-voting)</i>
<i>Richard Price - RPR</i>	<i>Staff Director</i>
<i>Daniel Shrewsbury - DSH</i>	<i>Staff Director</i>
<i>Anthony Sammut- ASA</i>	<i>Board Director, Maltese Government Rep</i>

<i>Apologies: Paolo Catalfamo - PCA</i>	<i>Parent Director</i>
<i>Tim Cassel -TCA</i>	<i>Board Director, US Embassy Representative</i>

Note to observers: Session cannot be recorded by observers for GDPR reasons, the Online call will be recorded for minute-taking purposes and then deleted once minutes are confirmed. Board members who have a conflict of interest should raise it now – *none raised*.

**1. Approval of Open Minutes, 14th November, 2022**

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Open Minutes Approved by e-vote – **approved** (unanimous)

**2. Matters Arising – Action points**

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1. DMI to work with the Finance Committee to give a breakdown of the budget. **Work in progress** - *to be carried forward to the next Finance meeting.*
2. DSH to share with the Board the proposal of the Eco Code. **Work in progress**- *to be carried forward to the next Board meeting.*
- 3 The Finance Committee to send their recommendations on the AC works tender. **Work in progress** - *Megaline is the preferred tender for the electricity for the substation. The AC works tender recommendations are not yet completed.*

4.FCO to share with the Board the new Data Protection Agreement. **Completed** - FCO checked with the schools lawyers and they recommended that if we make agreements with people from safe countries from outside of the EU we can use our current DPA

### **3. Information Items**

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#### **3.1 Head of School Report**

HoS highlighted points on the Head of School Report - see **Appx. 1**

#### **3.2 Good news to report**

1. Parents are back on campus at various School events, eg. Celebrations of Learning and the HS Play
2. The VPSO Winterfest was a huge success.

### **4. Decision Items**

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#### **4.1. Statutes Community meetings and Survey Review**

MWO reported that two community information meetings were organized in online mode, one am and one pm on the same day. Only a handful of people attended with a number of comments which were noted by the committee.

We received 130 survey responses (indicative votes) from the indicative survey with broad support for the motions put forward. See Full Results – **Appx. 2**

The BCH asked the floor for any questions:

A query was raised whether the Motion 4 question needs to be broken down into more components and specific questions. MWO noted that there were only a small number of objections therefore as this was an indicative vote it was not deemed necessary. HoS added that there would be a second opportunity to clarify those pieces around Motion 4 when we repeat the presentation for the community in March before the AGM. This session will also provide another opportunity should more people seek clarity prior to the actual vote at the AGM 2023.

#### **4.2. Scholastic Calendar 23-24 (Appx. 3)**

HoS - presented the Calendar 23-24 to the Board. HoS has shared the calendar with staff via a google form for their input and clarified the rationale behind the workings of the calendar specifically the one week in February (a request from parents over the years for a ski-week) meant that the Christmas break would not start until the 18 Dec (mid-week). This accommodation will not be applied in the following year in an effort to please different stakeholders, for staff who live far away a longer Christmas break is preferable to a Feb week break. Minimal responses were submitted and all the pieces raised had already been discussed by the Leadership Team.

**Motion : To approve the VIS Scholastic Calendar 23-24**

Proposed- **NBO**

Seconded - **BBR**

**Vote - Unanimous**

**5. Discussion Items**

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**5.1 VPSO update**

RPR reported:

1. The Winterfest was a great success. Winterfest was a big event, which had a 900 pax attendance which took a lot to organize and felt packed in the Fort. VPSO is looking into the size of the activities and how we manage the numbers.
2. VPSO will meet in January with the key people and invite people who expressed interest but did not actively participate in the Winterfest to organizing different kinds of activities for smaller numbers.

The Chair requested that the Governance piece of the VPSO be pushed forward. HoS added as per the VPSO handbook this VPSO steering committee is in a transitional year with the aim that RPR and NBO as Board reps hand over to a parent staff steering committee. The initial aim was that the VPSO is more than a rebranded Boosters. RPR agreed and said he was working on this with the core team.

**6. Consent Agenda**

None

**7. Information Items**

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## 7.2 Committee Reports

- **Executive Committee**

Nothing to report

- **Governance Committee**

### **Proposal for Whistleblower Policy**

MWO - requested a remit from the Board for the Whistleblower Policy and requested the HoS to look into practices of other international schools.

**Motion: The Governance Committee to develop proposals for the Whistleblower Policy for the school.**

Proposed - **NBO**

Seconded - **DSH**

**Vote - Unanimous**

- **Finance Committee**

- **BBR -reported**

- Looking into purchasing a second hand van. We will assess the ones available to make sure we get a good one.
- The garage in the HS car park is going to be fixed up and used for temporary storage instead of VIS renting space.

- **Facilities Task Force**

DSH reported:

- Substation trenching has been completed to every division of the school apart from ECC which will take place as part of the newbuild work.
- New build - Enemalta have installed new poles, cable-work should be completed next week
- The New-build team are looking into SMART abilities for the new build, such as lighting, air-conditioning with sensors, with a tender to look into it further.

- **GDPR**

Nothing to report

- **HR Task force**  
Nothing to report

## **8. Other Matters**

### **Action points:**

1. DMI to work with the Finance Committee to give a breakdown of the IT budget.
2. DSH to share with the Board the proposal of the Eco Code

**Meeting end: 18:37**