



Nakornpayap International School

School Governing Board Meeting Minutes

Meeting #1 – 2022/23 Academic Year – Saturday, February 11, 2023

Time: 10:05am – 11:38am

Dr. Pisarn called meeting to order @10:05am

In attendance:

- Dr. Pisarn Soydhurum (Chair)
- Ajarn Aree Phongchaichok (Honorary Advisor)
- Mr. Benjamin Devere White (School Principal)
- Ms. Narvinder Ahuja (School Director)
- Ms. Sakaewan Muangsaen (School Manager)
- Mr. Brenda Langston (Teacher Representative)
- Mr. Tim Dunham (Parent Representative)

Opening:

- Board members were welcomed and the meeting brought to order by the Chair.

Review of Previous Minutes (Chair)

- The minutes of the previous meeting (May, 2022) were approved.

****No suggested amendments****

Board Agenda Items:

INFORMATION ITEMS:

1. **WASC Update from the Mid-Cycle Visit in October 2022-Presented by Mr. Ben**
2019- NIS was awarded a 6-year approval. This visit was the midterm 3-year review. October 2022. The visiting committee (VC) from WASC was virtual. All midterm visits will be virtual- Post COVID. The visit was a great success. The VC wanted to make sure there are checks and balances on the WASC committees. Most notably: The VC had no new recommendations for the school beyond our existing action plan.

2. Schoolwide Initiatives & Facilities Action Plan-Presented by Mr. Ben

During the WASC visit, it was recommended by the VC to have initiatives in each area of school design to strategically target investment of resources—resources of time allocated, professional development fund, and fiscal resources. Our current Schoolwide Action Plan needs to explicitly mention the improvement and maintenance of our facilities. “We are outgrowing our resources.” A three-year action plan focused on the improvement and maintenance of our facilities is currently being composed by the Administration team.

3. Enrollment Update-Presented by Mr. Ben

Projected enrollment for the beginning of 2022/23 academic year was 418. NIS’ current enrollment is 497 students. This enrollment can be attributed to the renewed marketing drive. These efforts saw an increase of a 67 new students.

4. Teacher Recruitment-Presented by Mr. Ben

We have received four confirmed teacher notifications regarding non-renewal of contracts for the 2023/24 academic year. As of right now, all positions have been filled for 2023/24 school year with the exception of one 4th grade position.

Parent Representative: “Are there any incentives for teachers to further their education and commitment to teaching?” Yes – the school offers career development loans in addition to the Professional Development budget.

5. Teacher Retention Plan Update-Presented by Mr. Ben

An ongoing concern from parents, teachers and the WASC VC is teacher retention. NIS has been working on its ‘Teacher Retention Plan’. Looking at retirement plans, additional payments for teachers who initiate academic plans, increasing benefits for long-term teachers, establishment of afterschool academies.

Chairman: “Are there any programs that integrate the new teachers and their families into Chiang Mai?” Yes – we have new teacher orientation.

6. Marketing Update (following budget approval in May 2022)

In May 2022, a Marketing budget was approved to target a boost in our student enrollment. These targets were to build awareness, targeting market, social media, promotional campaign, student retention, educational fairs, and community outreach. Put into motion are Education fairs in Chiang Mai and planning to expand to Bangkok, outreach to Kindergarten Schools and VE (Vision Education) based in China.

7. Dusit Thani College Collaboration Project

Projected was first started in May 2022. The NIS Administration team and the Chairman of NIS (also on the board for Dusit Thani College) had discussions regarding a potential collaboration between NIS and Dusit Thani College. An offer on international programs in

hospitality and kitchen management, and there is a possibility to offer hospitality and catering classes as part of NIS' expanding high school elective program. Dusit Thani College visited NIS on February 10, 2023. There is also discussion to offer short practical courses during summer for our current students.

Items Requiring Board Approval:

1. High School Fieldtrip Request (MUN to Vietnam)

March 10-14, 2023: The High School budget will cover the travel incidentals of two chaperones, in addition to their conference fee. Students will cover the cost of their own conference fee, travel, hotel, and meals. ****Approved by Board**

2. Tuition Fees for the 2023-2024 Academic Year

The 2023/24 academic year will see NIS continue with its annual tuition increase of 5%. This increase will see the school able to meet the increasing operational costs of the school, continue to invest in our facilities and maintenance, as well as be able to offer fiscal support for our "Teacher Retention Plan". There will be an 'early bird' offer for parents who pay tuition prior to May 31, 2023. There are proposals for more offers in regard to NIS' 30th anniversary that are being drafted by the school Director and Manager.

Chairman: "Good education may require more money, but this is never expensive."

Projected Meeting Date: May 2023

Meeting adjourned @ 11:38am