The Board at a glance:
UNIS Hanoi is a not-for-profit private school that is governed by a Board of Directors

There are nine voting Directors, three are appointed by the United Nations Resident Coordinator, two are elected by parents and four are appointed by the Board

All voting directors are unpaid volunteers

Head of School is an ex-officio Board member

A faculty consultant for the Board is appointed by the faculty

The Board meets regularly. Dates are notified in Tin Tuc and agendas are posted onto the school portal http://portal.unishanoi.org/board/SitePages/Home.aspx

To find out more: boardassistant@unishanoi.org

Who we are

Chair: Sarah Garner (USA) is Board-appointed and has been the Chair since 2010. She joined the Board in 2008 and has 3 children at UNIS.

Vice-Chair: Barry Knaggs (Malaysia) is Board appointed and has been the Vice Chair since January 2011. He joined the Board in 2009 and has 3 children at UNIS.

Treasurer: Nguyen Van Hieu (Australia) is parent-elected. He joined the Board in 2011 and has 2 children at UNIS.

Secretary: Craig Burgess (UK) is parent-elected. He joined the Board in 2012 and has 2 children at UNIS.

Lotte Brondum (Denmark) is UN-appointed and joined the Board in 2010. She has 4 children at UNIS.

Bakhodir Burkhanov (Uzbekistan) is UN-appointed. He joined the Board in 2013, and has 3 children at UNIS.

Bob Hughes (USA) is Board-appointed. He joined the Board in 2013 and has 1 child at UNIS.

Jean Munro (Canada) is UN appointed. She joined the Board in 2012 and has 2 children at UNIS.

Nandini Oomman (India) is Board appointed. She joined the Board in 2013 and has 2 children at UNIS.

Chip Barder (USA) is Head of School and an ex-officio (non-voting) member of the Board. He joined the School in 2008.

What we do

The Board has four roles:

- Developing and approving school policy
- Developing strategic plans, ensuring their implementation and monitoring progress
- Hiring, nurturing and evaluating the Head of School; the Head is responsible for the day to day management of the School
- Ensuring the financial health of the School

How you can get involved

The Board appoints a number of committees and task forces to carry out its responsibilities and achieve its annual objectives and goals. Committees and task forces bring together Board members, school employees and interested parents who can offer expertise and commitment to research, analyse and discuss the detail of a particular subject in order to bring thoughtful and clear proposals for Board consideration

See over for more information about the work of the committees and taskforces and what parent volunteers have to say about their involvement.

Board committees and task forces in 2013-14
- Advancement Committee
- Executive Committee (Board officers)
- Finance Committee
- Task Forces: Campus Development Plan and Strategic Management Plan
UNIS Board Committee and Task Forces 2013-14

Advancement Committee

The Advancement Programme was established to underpin the School’s strategic objectives, and consists of constituency relations, communications, marketing and fundraising. The Programme has been tasked to “inspire and connect our unique learning community to advance the School’s Mission, harnessing talents and resources to honour the School’s Principles and realise its Vision.”

To provide a Board led, School managed framework to direct and support the ongoing development and oversight of the Advancement Programme and the understanding of the Programme within the community.

Executive Committee

To promote and foster an effective and efficient Board, and to assist with the continuity of leadership by providing guidance and advice to the Board on the recruitment, retention and evaluation of Board, committee and task force members.

The Executive Committee will operate in the place of the Board of Directors during those times when the Board does not or cannot meet.

Finance Committee

To provide analysis and advice on financial matters related to the Board of Directors’ objective of maintaining a prudent financial management system. This is done while maintaining year-on-year cash budgetary surpluses, through a balanced budget, as to ensure funding for future growth and improvements and provide against unforeseen events.

Campus Development Plan Task Force

To provide a plan for future campus development, including priorities and costs. The plan should take into account feedback from parents, students, teachers, administration staff and other stakeholders. The plan should be consistent with future demands for curriculum/program enhancements, surrounding traffic and other external development factors, security requirements and be environmentally responsible.

Strategic Management Plan (SMP) Task Force

To recommend to the Board a process for the development of a new School Strategic Management Plan to start in 2015.

To find out more about how you can be involved, please email the Board Assistant, Jennifer Sawyer: boardassistant@unishanoi.org