

## **Governance at ISL**

The International School of Lausanne is a not-for-profit association registered under Swiss law.

### **The Association**

The ISL Association is:

The ISL Association is a legal entity, registered as an Association under Swiss law, responsible for the affairs of the school. The Association is composed of the members of the Board and of four members of the PTA Executive committee. It is governed by the Board and registered with the *Registre du Commerce du Canton de Vaud*.

A General Assembly is held once a year during which the finances and budget are approved and new members to the Board are elected.

### **The Board**

The ISL Board is composed of eight to twelve members who are elected for three years at a time by a majority vote of Association Members at the Annual General Meeting of the Association or Extra-ordinary General Meeting. Meetings of the Board take place periodically during the school year, and at least every two months. The School Director attends Board meetings without voting rights as do the Primary School Principal, the Secondary School Principal, the Head of Finance, the Executive Assistant, two staff representatives (one representing the Primary School and one representing the Secondary School), and the PTA president. Other individuals can be invited to attend meetings in whole or in part as required.

The Board is composed of members who are representative of the community, who have shown commitment to the school and/or who possess skills that are critical to the Board. For more details on the nomination process and election of Board Members, please consult Article 7 of the statutes.

### **The Board Structure**

A large portion of the Board's work is executed in, through, or with the support of various committees. The purpose of each committee is to oversee relevant issues on behalf of the Board, and/or to prepare recommendations for Board consideration and approval. In addition, the committees provide support and guidance to the Director and his staff, as and when relevant. The Director naturally plays a significant role in most of the committees. Furthermore, each committee may call upon additional assistance from members of staff and/or the school community.

Some of the committees are standing i.e. permanently active in one form or another, while others are more project, or specific-needs oriented and may be discontinued when their purpose is served.



Once a year, the Board establishes a suitable committee structure for the coming period in order to best address the tasks and objectives laid down in the current version of the Strategic Plan.

The present ISL Board has five committees as follows:

- Executive Committee - executive function and issues, communications, including community relations and information channels.
- Finance Committee - financial governance, advice and control.
- Governance Committee - governance issues, legal affairs and policy matters. Also ensures that processes are in place to safeguard ISL's progression in excellence in education.
- Nominating Committee - new Board member candidate search, interviews and proposals, as well as succession planning for the Board and School leadership.
- Development Committee – strategic guidance on ideas and direction on development with a focus on fundraising and asset utilisation.

Additionally, there is:

- A Diversity and Inclusion taskforce to support the school in defining diversity and inclusion at ISL.
- Two Child Protection Officers who act independently from the Board and support the school's Designated Safeguarding Lead team in taking actions and decisions in the best interest of students.

## **The Board Responsibility**

The ISL Board is the guardian of the school and constantly monitors its success in fulfilling its mission. The Board and School Director therefore work in partnership to ensure that all the necessary conditions are provided to fulfil the aims defined by the school, anticipate what the needs might be in future and redefine the school's policies in accordance with those needs.

The ISL Board's responsibilities are defined as follows:

- Setting long-term vision
- Defining the mission
- Approving policies
- Ensuring adequate resources
- Recruiting, monitoring, assessing and retaining the Director
- Complying with legal standing and statutes
- Ensuring appropriate transparency and communication
- Assuring quality.

The Board employs the Director to lead the school. The Director and his staff are therefore responsible for all matters related to the day-to-day running of the school.



## Who to contact

A parent or guardian with a concern on any school matter should always first approach the staff member(s) directly involved or concerned.

- If the concern relates to day-to-day administrative matters, the following should be contacted:
  - Admissions: [admissions@isl.ch](mailto:admissions@isl.ch)
  - Portals: [NMeier@isl.ch](mailto:NMeier@isl.ch)
  - Trips: [trips@isl.ch](mailto:trips@isl.ch)
  - School access and school bus service: [transport@isl.ch](mailto:transport@isl.ch)
  - Cafeteria: [cafeteria@isl.ch](mailto:cafeteria@isl.ch)
  - Extended Care: [extendedcare@isl.ch](mailto:extendedcare@isl.ch)
  - General: [info@isl.ch](mailto:info@isl.ch)
  - Finance: [ar@isl.ch](mailto:ar@isl.ch)
  - Communications, public relations, or alumni: [communication@isl.ch](mailto:communication@isl.ch)
  - Activities and Sports Competitions: [asa@isl.ch](mailto:asa@isl.ch)
  - Home Language programme: [homelanguage@isl.ch](mailto:homelanguage@isl.ch)
  - Instrumental/ Vocal lessons: [musicadmin@isl.ch](mailto:musicadmin@isl.ch)
- Matters relating to the overall functioning of the school should be addressed to the Director.
- If the concern is academic, the homeroom teacher (Primary School) or subject teacher (Secondary School) should be contacted, initially. If required, then contact the appropriate principal.
- If the concern is about student well-being, one of the homeroom teachers should be contacted in the first instance. If required, then contact the appropriate Year Level Leader, Principal or, in the Secondary School, the Student Counsellor.
- If the concern relates to a more general issue, the appropriate Principal should be contacted.



## Board Members

This year, the ISL Board is made up of the following members:

### Ms Mayka van Acht

Mayka joined the Board in 2023. She holds a Master's degree in Human Resource Management from Tilburg University in the Netherlands. Her international work environment has offered her many opportunities to work with people from very diverse backgrounds. She is passionate about Leadership Development as well as strategies that promote Diversity, Equity and Inclusion. Mayka appreciates the strong academic reputation of ISL and values offered by ISL's international community.

#### Board Information

Elected: 2023

First Term: 2023-2026

#### Employment Information

Business Name: ADM International

Job Title: Vice President of Human Resources EMEA

#### Other Information

Biography

1 child at ISL in Year 10, 1 child who graduated in 2023

Nationality

- Dutch



## **Ms Gayatri Bahadur**

Gayatri was born in Switzerland to Indian parents and subsequently enjoyed an international upbringing and education in Hong Kong, Turkey, China, and Switzerland again where Gayatri graduated from ISL in 2010. Gayatri went on to study Economics at New York University before joining Goldman Sachs in New York in 2014 and transferring to London in 2015. In 2019 Gayatri took on a new role at Rothschild & Co where she currently works as a Principal in the Merchant Banking Division focusing on credit investments, covering the education sector amongst others. Gayatri also sits on the European Leveraged Finance Association's Diversity & Inclusion Committee and is a member of the Rothschild & Co Women's Network. Gayatri is a new mother to a son born in 2022.

### Board Information

Elected: 2021

First Term: 2021-2024

### Employment Information

Business Name: Rothschild & Co

Job Title: Principal in the Merchant Banking Division

### Other Information

Biography

1 child

Nationality

- British



## Mr Mike Burke

Mike is American from St. Louis married to Marta Saez de Heredia from San Sebastian Spain. After graduating from DePauw University, Mike began his career with Nestle Purina Petcare in Sales in the USA. In 1999, he moved to Barcelona, Spain with Nestle Purina beginning his international journey that saw him holding different Sales, Marketing and ultimately General Management positions located in Dublin, London, Lausanne, and Copenhagen. After 20 years with Nestle Purina, in 2016, Mike and the Burke clan moved back to Lausanne with Helen of Troy, with the opportunity for the children once again to attend ISL, a driving force in the decision.

### Board Information

Elected: 2020

First Term: 2020-2023

Second Term: 2023-2026

### Employment Information

Business Name: Helen of Troy

Job Title: Senior Vice President/ General Manager EMEA

### Other Information

Biography

5 children at ISL in Year 8 (twins), Year 10, Year 12, 1 child who graduated in 2023

Nationality

- American



## **Mr Silvan Hoevenaars**

Silvan Hoevenaars joined the Board in 2016. He holds a Master's degree in Business Economics from the Erasmus University Rotterdam and is a Chartered Accountant. Prior to ISL, Silvan was Chairman of the School Council at the American International School of Cape Town. His experience in interacting with different cultures and languages allows him to appreciate the perspectives, values and traditions offered by ISL's international community. Previous roles in the ISL Board include Transition Committee Chair and Treasurer.

### Board Information

Elected: 2016

First Term: 2016-2019

Second Term: 2019-2022

Third Term: 2022-2025

Board Officer: Chair

### Employment Information

Business Name: Kelly Services

Job Title: Vice President of Finance & IT, International

### Other Information

Biography

1 child at ISL in Year 11

Nationality

- Dutch



## **Mr Matthew Hutton**

Matthew is British by birth but grew up in Australia and New Zealand where he completed his studies in Business and Law at the University of Queensland and qualified as a Chartered Accountant working for KPMG. He moved to Switzerland more than 25 years ago, where he met his wife with whom he moved around the world several times as Head of Finance of local Nestlé businesses in China, France, and the USA. Currently, Matthew and his family are happily settled in Switzerland and plan to remain here.

### Board Information

Elected: 2020

First Term: 2020-2023

Second Term: 2023-2026

Board officer: Treasurer

### Employment Information

Business Name: Nestlé Health Science

Job Title: Global Head of Financial Reporting and M&A Finance

### Other Information

Biography

3 children at ISL in Year 9, Year 12, and Year 13

Nationality

- British, Australian, and Swiss





## Mr Paolo Levoni

Paolo joined the Board in 2023. He holds an Engineering degree from Politecnico di Torino and an MBA from IESE Business School. Prior to ISL, Paolo has been a Board member for *eBay* and *Shutl* in the UK. His international experience coupled with his personal engagement in few communities of inclusion allow him to appreciate the values of ISL's community.

### Board Information

Elected: 2023

First Term: 2023-2026

### Employment Information

Business Name: eBay GmbH

Job Title: General Manager for Cross Border Trade and Global Buying Hub

### Other Information

Biography

3 children at ISL in Year 3, Year 8, and Year 10

Nationality

- Italian



## **Mr Anand Narasimhan**

Anand is Dean of Faculty and Research and Shell Professor of Global Leadership at IMD. Anand's research and teaching focuses on organisational transformation and board dynamics. He previously served on the faculty of London Business and Imperial College previously.

### Board Information

Elected: 2019

First Term: 2019-2022

Second Term: 2022-2025

### Employment Information

Business Name: IMD

Job Title: Shell Professor of Global Leadership

### Other Information

Biography

1 child at ISL in Year 11, 1 child who graduated in 2022

Nationality

- British
- Indian



## **Ms Nakisa Serry**

Born in Chicago, Nakisa grew up, was educated and started her career as a lawyer in private practice in the US, before coming to Switzerland to obtain her MBA from IMD. She then spent a year working with the WHO before working in-house in the pharmaceutical industry. Nakisa has extensive experience working internationally and enjoys navigating the complexities of living and working in a multicultural and diverse environment. The powerful role that education plays in society and the importance of its evolution to match the needs of our students is a theme that Nakisa cares deeply about and is therefore committed to supporting the ISL Board in successfully fulfilling its mission.

### Board Information

Elected: 2018

First Term: 2018-2021

Second Term: 2021-2024

Board Officer: Vice Chair

### Employment Information

Business Name: Galderma

Job Title: General Counsel & Chief Compliance Officer

### Other Information

#### Biography

1 child who graduated in 2021, 1 child who graduated in 2022

#### Nationality

- American
- Swiss



## **Ms Onika Williams Herman**

Originally from New York City, Onika graduated from Duke University with a degree in international relations. She began her career in the food and wine industry, specialising in the marketing and sales of French and Italian wines. After a decade in hospitality, Onika obtained a juris doctorate from the American University Washington College of Law and began a second career in management consulting. Working for Booz Allen Hamilton, she advised the US government on policy, governance, and strategic planning in cybersecurity and diversity and inclusion. Currently, she is a member of the New York State Bar Association. When her family relocated to Switzerland in 2017, Onika began dedicating more of her time to supporting her three children and the ISL community.

### Board Information

Elected: 2020

First Term: 2020-2023

Second Term: 2023-2026

### Employment Information

Job Title: Cyber Policy Writer

### Other Information

Biography

1 child at ISL in Year 10, 1 child in Year 13

Nationality

- American



## Ms Tomoko Yokoi

Tomoko is a researcher and advisor in digital transformations at the IMD Business School and ETH Zurich. Tomoko spent 20 years in the corporate world working in diverse industries such as education, chemicals, material sciences and software. Along the way she also founded a tech startup. Now as a researcher in technology and innovation, she analyses and advises organisations on digital transformation and innovation initiatives. Having initially trained in foreign affairs and international development (Japan and the US), which she coupled with an MBA(Switzerland), she believes in the value of a holistic education, diverse experiences, and creative problem-solving- all of which the ISL education encourages.

### Board Information

Elected: 2018

First Term: 2018-2021

Second Term: 2021-2024

Board Officer: Secretary

### Employment Information

Business Name: IMD Business School

Job Title: Researcher and Advisor

### Other Information

Biography

1 child at ISL in Year 13

Nationality

- Japanese