

**Minutes of the Regular Meeting of the Board of Directors of  
Austin International School  
November 11, 2015  
6:30 pm; Adelphi Campus**

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**Board Members Present:** David Arnow, Kathleen Baireuther, Amy Brown, Barksdale English, Sophie Cano, Anne Idiart, Ana Barbara Llorente, Stacey McDougal, Ricardo Sanchez, Dina Sherzer, Liz Wiley

**Absent:** Guillaume Hennion

**Quorum:** Yes

**Visitors:**

PTO Members

Natalie Anderson, Gabriel Cepeda, Kate McCarthy, Philippe Montillet.

Recently hired COO

April O'Quinn

**Resources:** Christophe Bonnet, Head of School.

**Proceedings – Public Session**

The agenda having been circulated prior to the meeting, the November 11, 2015 meeting of the AIS Board of Directors was called to order at 6:37 P M. With a quorum present the Board convened in a public session.

Due to a previous commitment Liz had to delay her arrival. Vice-Chair Ricardo chaired the meeting.

Ricardo informed the Board that Liz has been named Vice Consul of France and congratulated her. She will help the French citizens of Austin with their administrative needs.

**I. Approval of minutes**

The chair called up the amended minutes of the **September 9, 2015 Public and Closed session** of the Board.

Barksdale moved to approve them, David seconded. With no further discussion the motion passed on a unanimous vote with no abstentions and no dissents.

The chair called up the minutes of the **October 7, 2015, closed and public session** of the Board.

Barksdale moved to approve them, Stacey seconded. With no further discussion the motion passed on a unanimous vote with no abstentions and no dissents.

## II. HOS Report

### a. Enrollment

Currently we have 214 students. However the school is now frequently asked to offer visits and more students are expected to enroll in January 2016 or later.

### b. School life

i. Three students from CM2 were selected to try out the STEM program for MS. They will focus on reusing rain water. Their project will be presented in the TK Universe'15 Eco Austin showcases innovative applications for emerging clean energy and water technologies for micro-communities on Friday, November 13, 2015. They will also travel to the French Embassy in Washington who is organizing a series of French American Climate talks\_(FACTs) across North America.

ii. Laurence Raud has devised a three years plan to launch and train parents and teachers for the Positive Discipline program.

iii. The first professional development day took place October 9. Laurence and Olivier facilitated workshops in the morning. The afternoon was dedicated to peer- to- peer thematic exchanges and to the first WWWD (What Works What Does not) session.

iv. On October 22 the first Learning Journey of PS-K was presented to parents. Charlotte explained to parents how our language program works and why it is so different and special. This was a well attended and well appreciated events. Many parents shared positive comments.

v. Olivier works and supports the various teams designing their seamless units. He began to evaluate the teachers of English,

French, and Spanish working at the same grade level. Teachers like him and trust him.

vi. Ana Carete had to leave AIS due to her husband relocation. Ana Hernandez replaces her. She spent a week in Ana's class to make sure that a smooth transition takes place.

vii. April O'Quinn who has experience in working with non profit organization is now our new COO. Her first task is to realign skill sets and strength to cover the needs of a school that has expanded. A new organizational chart will be presented to the BOD in February.

*Liz arrived at 7:01.*

viii. Gala. The date is February 6 at the Headliners. The BOD is encouraged to attend and to invite friends. The PTO invites the teachers.

### **III. PTO report**

It did not have anything to report, but several projects are planned for the next months.

### **I V. Committee Reports**

#### **a. Finance**

The chair brought up the closed financials for a vote. Liz moved to approve them, Ricardo seconded. The vote was unanimous with no abstentions and no dissents.

#### **b. Marketing**

In December the committee will examine the results of the focus group and present it to the BOD.

#### **c. Audit Committee**

Atchley auditors have now completed their work. They will present the results in December. The Form 990 that is part of the audit will be reviewed by the BOD..

#### **d. Risk Assessment committee**

Anne, April and Janet are working on a plan. All the key tasks are taken care of.

Barksdale recommended that the committee look at the balance sheet every month.

There being no further business before the Board the public proceedings concluded at 7:30 PM.

**Approved on, 2015**

**Signed:**