

**Minutes of the Regular Meeting of the Board of Directors of  
Austin International School  
January 13, 2016  
6:30 pm; Adelphi Campus**

---

**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

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

**Proceedings – Public Session**

The agenda having been circulated prior to the meeting, the January 13 2016 meeting of the AIS Board of Directors was called to order at 6:38 PM. With a quorum present the Board convened in a public session.

**I. Approval of minutes**

The chair called up the **minutes the Public session of the December 9, 2015** of the Board.

Amy 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 **Closed session of the December 9, 2015** of the Board.

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

**II. HOS Report**

**a. Enrollment**

Christophe reported that we have 215 students right now and that new ones are often entering in upper grades.

**b. Teachers for next year**

To insure that we have the right number of French teachers, Christophe is recruiting in France. The partnership with Lille will give us access to more détachés. However because of a lack of certainty he is exploring several options.

*Barksdale and Anne arrived at 6:54. Guillaume had given his proxy to Anne.*

**c. Replacement of Olivier**

Christophe reports that he has good candidates and that a replacement should be hired in February.

**d. Budget**

Christophe and April will be working on it during February. Salaries and revenue side will be revised.

**e. Gala**

Everything is in place, items have been contributed for the auction, and people are buying tickets. Again this year Christophe plans to raise funds to help pay the tuition of the teachers' children. Last year people donated \$12000. He emphasized that everyone needs to give according to their means.

**f. Outreach**

The Mexican consul gave Spanish books to AIS and Christophe is now developing the relationship with him. He invited Ana, his assistant, to the gala.

In the future other events could be organized, like an aperitivo with special guests.

**g. IT update**

In order to build a safer administration Christophe is considering two companies to assess AIS needs, monitoring and maintenance, a single system for all the admin computers, a firewall around admin would help achieve more security. This means an increase in our CAPEX.

### III. Chair Report

#### a. Professional Development

Liz had distributed several documents examining the relationship/balance between a BOD and a HOS. The question was what is the right balance? Should we consider various committees such as a personnel committee, a HR committee? What is purely strategic, what is purely advisory?

A recurring set of comments underscored the necessity

i. to explain to the staff and the teachers what the BOD is and what its function is.

ii. to dispel the confusion between the BOD and the HOS.

iii. to educate both staff and BOD about the complexity of the situation.

iv. that the admin grows at the same time as the BOD.

Within AIS two persons could provide us with advice: Philippe Montillet who is a HR will be asked for his input.

Johnny who wrote his PH.D on collaboration will do a survey in February and assess what can be done. He will give his report to the new HOS.

#### b. Strategic plan-reboot

Liz stated that we need to hand a new strategic plan to the new HOS. The current plan will be the basis for the new one. Christophe warned that the plan has to be really strategic, i.e., provide guidance as to how we want the HOS to take the school in the next 5 years.

### IV. Committee Reports

#### a. Audit committee

April and Ana Barbara are in agreement with the audit committee. Everything is in good shape and reconciliated.

**b. HOS search**

Amy reported that the committee reviewed 11 CVs. After interviewing them, it chose two finalists who are being invited to Austin at the end of January and beginning of February. However the search is still open and other candidates could be included.

During three days the candidates will meet with the BOD, teachers, staff and parents.

**Action item:** Dina moved that we invite the 2 candidates, Amy seconded. **The BOD voted in favor of the visits with one person dissenting.**

*Ricardo arrived at 8:02 PM*

There being no further business before the Board the public proceedings concluded at 8: 04 PM.

**Approved on, 2016**

**Signed:**